



YUMA COUNTY BOARD OF SUPERVISORS

RESOLUTION NO. 2012-38

CERTIFYING THE ADOPTION OF THE YUMA COUNTY  
EMERGENCY OPERATIONS PLAN AND ESSENTIAL SUPPORT  
FUNCTIONS 1-15 on 6 August 2012, Item No. C9.

- WHEREAS:** Yuma County desires a community that is resilient and secure with the capabilities required across the whole community to prevent, protect against, mitigate, respond to and recover from the threats and hazards that pose the greatest risk;
- WHEREAS:** Yuma County previously adopted a Multihazard Mitigation Plan that identified the hazards that affect Yuma County and formulated a response to the Federal Emergency Management Agency (FEMA);
- WHEREAS:** Yuma County developed a basic Emergency Operations Plan and fifteen specific annex in a format approved by the Arizona Division of Emergency Management that met all the necessary criteria for all post-Katrina requirements including all access and functional needs of the whole community;
- WHEREAS:** The Yuma County Board of Supervisors officially adopted the above named plan at the regular meeting of 6 August 2012.

**NOW, THEREFORE, BE IT RESOLVED,** that the document known as the Yuma County Emergency Operations Plan dated 2012 is hereby adopted and the Chairman of the Board is authorized to sign said resolution.


Adopted this 17<sup>th</sup> day of September 2012.

  
GREGORY S. FERGUSON, Chairman

ATTEST:

  
ROBERT L. PICKELS, JR.  
County Administrator/Clerk of Board

APPROVED AS TO FORM AND DETERMINED TO BE WITHIN THE SCOPE OF  
PERFORMANCE OF DUTY OF THE YUMA COUNTY BOARD OF SUPERVISORS:

  
JON R. SMITH, County Attorney

---

# *Yuma County*



## *Emergency Operations Plan August 2012*

*Prepared by:*

*Yuma County  
Office of Emergency Management  
198 S. Main Street  
Yuma AZ 85364*

*Telephone 928-373-1093  
Fax 928-373-1120*

- Adopted 08-06-12, # C9*
- Resolution Certifying adoption: 09-17-12, # C5  
(Res # 2012-38)*

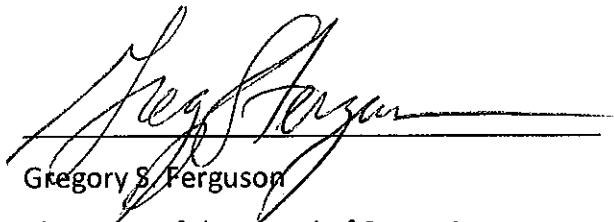
YUMA COUNTY EMERGENCY OPERATIONS PLAN  
PROMULGATION

The primary role of government is to provide for the welfare of its citizens. The welfare and safety of citizens is never more threatened than during disasters. The goal of emergency management is to ensure that mitigation, preparedness, response, and recovery actions exist so that public welfare and safety is preserved.

The Yuma County Emergency Operations Plan provides a comprehensive framework for Yuma County wide emergency management. It addresses the roles and responsibilities of government organizations and provides a link to local, State, Federal, and private organizations and resources that may be activated to address disasters and emergencies in Yuma County.

The Yuma County Emergency Operations Plan ensures consistency with current policy guidance and describes the interrelationship with other levels of government. The plan will continue to evolve, responding to lessons learned from actual disaster and emergency experiences, ongoing planning efforts, training and exercise activities, and Federal guidance.

Therefore, in recognition of the emergency management responsibilities of Yuma County government and with the authority vested in me as the Chairman of the Board of Supervisors of Yuma County Arizona, I hereby promulgate the Yuma County Emergency Operations Plan.

  
Gregory S. Ferguson  
Chairman of the Board of Supervisors

Yuma, Arizona

Date: 6 August 2012

ATTEST: 

Robert L. Pickels, Jr.

County Administrator/Clerk of the Board

## Approval and Implementation

This plan supersedes the Yuma County, Arizona Emergency Operation Plan dated September, 2004.

The transfer of management authority for actions during an incident is done through the execution of a written delegation of authority from an agency to the incident commander. This procedure facilitates the transition between incident management levels. The delegation of authority is a part of the briefing package provided to an incoming incident management team. It should contain both the delegation of authority and specific limitations to that authority.

In the event the Chairman of the Board of Supervisors is unavailable, the Yuma County Emergency Operations Plan delegates the authority to specific individuals. The chain of succession in a major emergency or disaster is as follows:

1. The County Administrator
2. The Sheriff of Yuma County
3. Emergency Management Director
4. Patrol Commander-Sheriff's Office
5. Designee of above per Sheriff's Office policy

Aug. 6, 2012

Date

  
Gregory S. Ferguson

Chairman of Board of Supervisors

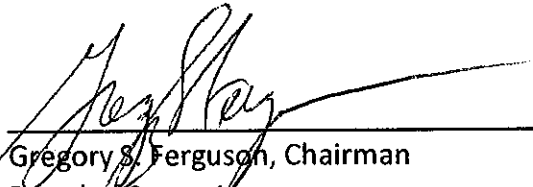
Yuma County, Arizona


ATTEST: 

Robert L. Pickels

County Administrator/Clerk of the Board

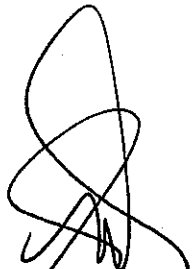
Signature Page

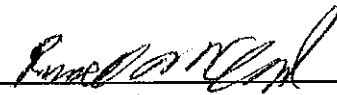
  
\_\_\_\_\_  
Gregory S. Ferguson, Chairman  
Board of Supervisors  
County, AZ

ATTEST:   
\_\_\_\_\_  
Robert L. Pickels, Jr.,  
County Administrator/Clerk of the Board

*"Excused" 8/6/12 cpi*  
\_\_\_\_\_  
Kathryn "Casey" Prochaska  
Board of Supervisors  
Yuma County, AZ.

*Lenore Loroña Stewart*  
\_\_\_\_\_  
~~Lenore Loroña Stewart~~  
Board of Supervisors Yuma  
Yuma County, AZ

  
\_\_\_\_\_  
Marco A. (Tony) Reyes  
Board of Supervisors  
Yuma County, AZ

  
\_\_\_\_\_  
Russell McCloud  
Board of Supervisors  
Yuma County AZ

.....

[illegible]



## Record of Distribution

---

Plan#	Office/Department	Representative	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			





# Yuma County Emergency Operations Plan

## August 2012

---

### *Table of Contents*

Basic Plan .....	1
------------------	---

#### Emergency Support Functions 1-15

ESF #1, Transportation and Infrastructure .....	29
ESF #2, Communications .....	33
ESF #3, Public Works and Engineering .....	45
ESF #4, Fire Service .....	51
ESF #5, Direction and Control, Emergency Management.....	67
ESF #6, Mass Care.....	87
ESF #7, Resource Support .....	93
ESF #8, Public Health and Medical Services .....	99
ESF #9, Search and Rescue.....	113
ESF #10, Hazardous Materials .....	117
ESF #11, Food .....	133
ESF #12, Energy.....	141
ESF #13, Law Enforcement .....	145
ESF #14, Community Recovery and Mitigation .....	155
ESF #15, External Affairs.....	165

Yuma County Emergency Operations Plan  
August 2012

---

---

## **BASIC PLAN**

### **INTRODUCTION**

This is the Yuma County Emergency Operations Plan. It addresses the consequences of any emergency/disaster in which there is a need for county response and recovery assistance. This plan takes an "all hazards" approach and is applicable to natural disasters such as earthquakes and floods, technological emergencies involving hazardous material releases, as well as hazards that are adversarial or human caused - - in fact, any hazard or incident that exceeds local capabilities and requires the county's assistance.

This plan describes the methods Yuma County will use to mobilize resources and conduct response and recovery activities. It uses a functional approach to group the types of assistance under fifteen (15) Emergency Support Functions (ESFs) also known as Essential Support Functions. Their terms are equal.

Each ESF is headed by one or more primary agencies, which have been selected based on their authorities, resources, and capabilities. Other agencies have been designated as support agencies for one or more ESF(s) based on their resources and capabilities to support the functional areas.

The ESFs serve as the primary mechanism through which county response and recovery assistance will be provided. County assistance, and if needed, State assistance, will be provided under the coordination of the Yuma County Office of Emergency Management. This plan serves as the foundation for the development of detailed county agency plans and procedures to implement response activities in a timely and efficient manner.

### **Purpose**

The Yuma County Emergency Operations Plan predetermines, to the extent possible, operational policies and responsibilities of County Departments and cooperating government, private and volunteer agencies for responding to and recovering from major natural or manmade emergencies.

### **Scope**

This plan applies to major emergencies – either natural or manmade - which may occur within the unincorporated areas of Yuma County. It may be used in conjunction with Emergency Response Plans of other jurisdictions including those of sovereign tribal nations.

Development of plans and command authority for emergencies occurring within the boundaries of the incorporated Cities of Yuma, San Luis and Somerton and the Town of Wellton. It may also work with the Sovereign Nations of the Quechan Tribe and the Cocopah Tribe but the responsibilities of those jurisdictions are not superseded by this plan.

# Yuma County Emergency Operations Plan

## August 2012

---

Development of plans and command authority for emergencies occurring on State and Federal lands within Yuma County may be the sole responsibility of the managing agency, may be a joint responsibility with the County, or may be a sole County responsibility.

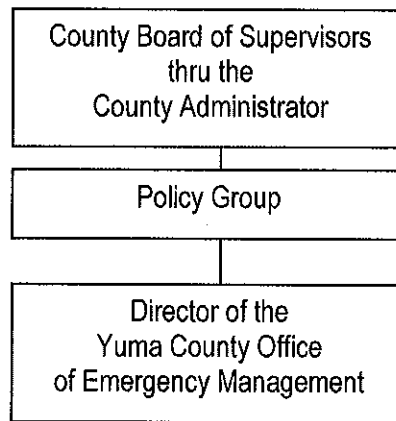
Yuma County may elect to provide emergency aid to other political subdivisions including incorporated cities and towns within its boundaries.

This plan will be used by Yuma County as the basis for mutual aid and the mobilization of resources operating within other jurisdictions during declared emergencies.

Local plans will remain in effect within each political jurisdiction.

An emergency/disaster may result in a situation which affects the national security of the United States. For those instances, appropriate security authorities and procedures will be utilized to address national security requirements.

### A. Organization



#### **Board of Supervisors**

Provides authority for policy changes required by component organizations responding to the emergency.

Receives status updates on the emergency from the Chair of the Executive Policy Group.

# Yuma County Emergency Operations Plan

## August 2012

---

### **Executive Policy Group**

Analyze all available information about the emergency.

Develop, refine, and carry out a joint response and recovery policy.

Plan the deployment of appropriate resources to ensure response agencies adequate support for management of the emergency.

Ensure that the operation forces of the various response and support agencies work together in a mutually supporting effort.

Communicate with field forces and keep a record of their status.

Depending upon the situation, the Executive Policy Group may consist of:

The Chairperson of the Board of Supervisors, the Mayor, or Chief Elected Official present

Members of the Board of Supervisors, Members of the Council, or other governing bodies

The County Administrator or Manager, or the City Administrator or Manager

The Sheriff or his designee

The County Attorney, City Attorney or other legal counsel

The Fire Chief(s) of affected area(s)

The Police Chief(s) of affected area(s)

The Director of Public Works (city and/or county)

The Emergency Management Director

The Director of Public Health Services District

The Director of Public Information

The Director of Risk Management

Other Department Officials as determined by the Board of Supervisors and City/Town Council.

See Yuma County Emergency Operations Center Standard Operation Procedures (SOP) for duties of each member.

# Yuma County Emergency Operations Plan

## August 2012

---

Coordination Staff responsibilities include

- Maintenance of the EOC for immediate activation

- Analyzing the data from emergency response units

- Developing and carrying out an integrated response and recovery strategy

Members include

- Yuma County Sheriff or his designee

- Emergency Manager / Coordinators

- Law Enforcement agency representatives

- Fire department representatives

- Medical response agency representatives

- County Department representatives, including but not limited to County ITS, County Public Works, County DDS

- Private sector agency representatives

- Other organization or jurisdiction representatives as required

- See SOP for duties of each member.

### **Component Organizations**

Component organizations include all County Departments that may provide response and/or resources to an emergency through an intergovernmental agreement, a contract, or volunteer efforts.

Component organizations may include State and Federal agencies that have been requested to assist in the emergency response and/or recovery process such as:

- Damage Assessment Teams (DAT);

- Disaster Assistance Centers (DAC);

- Disaster Assistance Response Teams (DART).

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **Succession of Command**

The line of succession of the Yuma County Board of Supervisors is from the Chair to the Vice-Chair.

The line of succession for elected officials is according to operating procedures established by each department.

The line of succession of the County Administrator is to the Deputy County Administrator.

The line of succession of each department head is according to operating procedures established within each department.

### **The County Emergency Operations Center**

The Yuma County Emergency Operations Center is located at 4343 So. Avenue 5-1/2 E, Yuma AZ 85364, at the Yuma County Department of Public Works

The EOC shall remain immediately available for activation.

Coordination of emergency response and recovery activities may be performed at the EOC.

The Yuma County Office of Emergency Management has developed an SOP for operation of the EOC.

### **YUMA COUNTY INCIDENT/UNIFIED COMMAND-NIMS**

The National Incident Management Systems (NIMS) utilizes the Incident Command System (ICS) as a standard incident management organization for the management of all major incidents.

These functional areas include command, operations, planning, logistics and finance/administration. Additionally, the principle of unified command has been incorporated into NIMS to ensure further coordination for incidents involving multiple jurisdictions or agencies. This unified command component not only coordinates the efforts of many jurisdictions, but also provides for and assures joint decisions on objectives, strategies, plans, priorities and public communications, thus producing a common operating picture.

Under NIMS, preparedness is based on national standards for qualification and certification of emergency response personnel. Managed by the NIMS Integration Center (NIC), standards will help ensure that the field personnel of the participating agencies and organizations possess the minimum knowledge, skills and experience necessary to perform activities safely and effectively.



# **Yuma County Emergency Operations Plan**

## **August 2012**

---

The standards will include training, experience, credentialing and physical and medical fitness. Personnel who are certified to support interstate incidents will be required to meet national qualification and certification standards.

### **Yuma County Incident Command System**

Command procedures are designed to offer a practical framework for field operations and to effectively integrate the efforts of all members, officers, and companies.

The time involved in performing the functions listed below at the beginning of a tactical operation should produce on-going timesaving in the form of a more effective operations outcome. An arriving unit or officer assuming command can quickly and efficiently perform the standard procedures if they are well known. This will facilitate an organized and orderly tactical operation and a more effective effort. This is particularly important in more complex situations and when Command must be transferred to ranking and/or senior officers.

The Incident Commander is responsible for the overall command and coordination of the scene. As the identity of the Incident Commander changes through transfers of command, this responsibility shifts with the title. The term "Command" in this procedure refers to both the person and the function.

### **Establishing Command**

The first unit or officer to arrive at the scene of multiple unit responses shall assume command and remain in command until relieved by a higher ranking and/or senior officer, or until the incident is terminated.

Usually the Incident Commander will be from the agency that has the greatest jurisdictional involvement depending on the type of incident.

That person shall transmit a brief initial radio report including:

1. Unit identification on the scene and confirming assumption of Command;
2. Incident description;
3. Obvious hazards; and
4. Action taken (brief description).

### **Radio Designation**

The radio designation "Command" will be used with a brief description of the incident location (i.e. "Acid Spill Command", "Wal-Mart Command"). This designation will not change through the duration of the incident.

# Yuma County Emergency Operations Plan

## August 2012

---

### **Command Responsibilities**

The Incident Commander of a multiple unit/agency response is responsible for the following tasks as required by the circumstance of the situation within Command's judgment. Each department is responsible for the supervision and direction of their own personnel.

Assume an effective command position.

Transmit a brief initial radio report.

Rapidly evaluate situation.

Establish a Staging Area.

Record the following on a Tactical Control Worksheet.

1. Location of incident.
2. Proper radio frequency.
3. Responding units.
4. Assignments/Designators.
5. Assign units as required.

The first six tasks are initial command responsibilities. The continuing responsibilities stay with the incident command position whether the initial officer remains in command or command is transferred to subsequent arriving officers.

1. Provide continuing overall command until relieved by a ranking officer.
2. Assign geographical and functional responsibilities.
3. Review, evaluate, and revise plan as needed.
4. Request and assign additional units as necessary.
5. Maintain a continuing progress report.
6. Return units to service as the incident de-escalates.

### **Command Options**

The initial arriving unit or officer must decide on an appropriate commitment for personnel and equipment.

# Yuma County Emergency Operations Plan

## August 2012

---

### **Transfer of Command**

The first unit or officer to arrive on the scene will assume and retain command until relieved by a ranking officer within the following guidelines:

The person being relieved will brief the officer assuming command indicating the following:

1. General situation status.
  - a. Incident location, extent, and conditions.
  - b. Effectiveness of control efforts.
2. Deployment and assignments of operating units.
3. Review the Tactical Worksheet with the officer assuming command in complex situations in a timely fashion.
4. Appraisal of needs for additional resources at the time.

Command officers should eliminate all unnecessary radio traffic while responding unless such communications are required to ensure that command functions are initiated and completed.

The arrival (in itself) of a ranking and/or senior Officer on the incident does not mean command has been transferred to that officer. Command is transferred only when the outlined transfer procedures have been completed.

The arrival of a ranking and/or senior officer does not necessarily mean that person must assume command of the incident. If the ranking and/or senior officer feels the junior officer is effectively handling the tactical situation and is knowledgeable of the general status of the operation, it may be desirable for the ranking officer to allow that person to continue as the Incident Commander and for the ranking officer to assume a supportive role.

### **Command Structures**

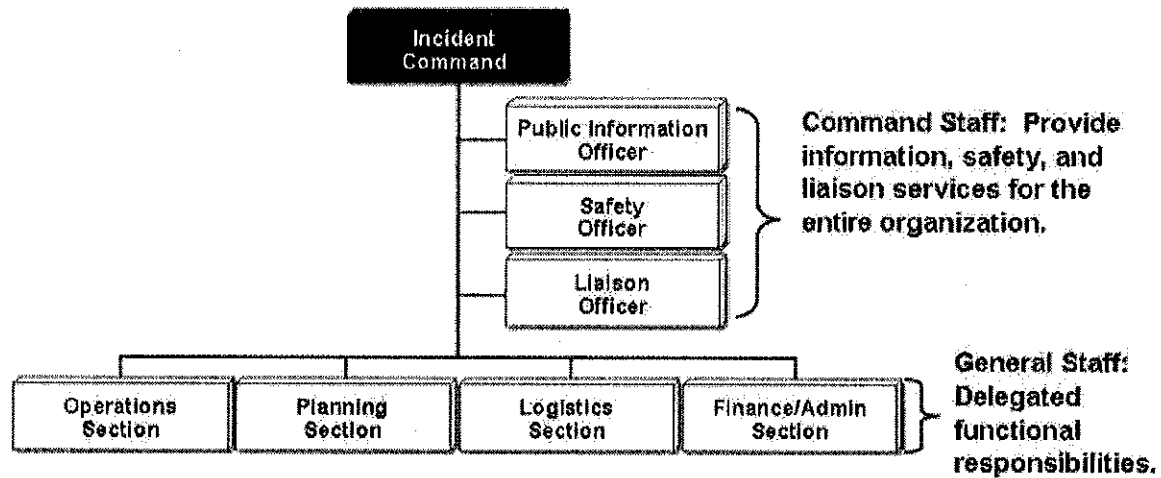
It will be the responsibility of the Incident Commander to develop an organizational structure as soon as possible after the implementation of initial tactical control measures.

The ideal structure of a complex incident should include the following diagram. This is only an example; more functions (Divisions) may be added as needed, depending on the circumstances of the incident.

# Yuma County Emergency Operations Plan

## August 2012

### Expanding the Organization



**FEMA**

Visual 4.14  
Incident Commander and  
Command Staff Functions

# Yuma County Emergency Operations Plan

## August 2012

---

### Definitions and Roles

#### ACTIVATION OF THE EOC:

The following four (4) EOC Activation Levels will be used:

#### **LEVEL 4: STEADY STATE**

Level 4 involves no activation of the EOC. It is the regular steady state that is maintained.

At this level, any threat or event is handled by first responders. Any event or incidents that occur during Level 4 steady state can generally be resolved in a brief period of time by using a very small number of resources and usually at the first responder level.

In fact, notification to the Emergency Management Director, if it happens at all, will probably be after-the-fact, once the incident has cleared.

#### **LEVEL 3: MONITORING & ASSESSMENT**

Level 3 is typically a monitoring and assessment phase where a specific threat, unusual event, or situation is actively monitored by the Yuma County Office of Emergency Management and/or the Yuma County Sheriff's Office.

Level 3 activation usually does not require the Office of Emergency Management to significantly alter its day-to-day operations or management structure. If the Office of Emergency Management is notified of an incident that bears watching, the Office will immediately notify the County Administrator and the Sheriff if not already notified.

If the situation continues or the threat increases, the Office of Emergency Management may also institute "heads-up" notification to certain County Departments including but not limited to County ITS and County Public Works as Public Works is the location of the EOC and County ITS assists with the setting up the EOC.

This level may also involve "heads-up" notification to other stakeholders that it might be necessary to send representatives to the EOC. Appropriate agencies are alerted, advised of the situation, and instructed to take appropriate action as part of their everyday responsibilities. At the conclusion of the event, the Emergency Management Director verifies completion of the actions taken and documents the incident.

At times, it is appropriate to hold briefings or staff meetings to respond to, or mitigate the situation, but no Incident Action Plan (IAP) is developed and distributed. Other emergency management coordinators from local, state, tribal and federal stakeholders may become involved but the

# Yuma County Emergency Operations Plan

## August 2012

---

Emergency Management Director will remain the primary point of contact for the Yuma County Office of Emergency Management.

All notifications messages will be sent via the State of Arizona Communicator system. An example of a message sent out in a Level 3 activation may be:

<b>Level 3 Message</b>	<b>To Whom</b>
An incident has occurred that is currently being monitored and assessed by first responders and the Office of Emergency Management.  Please be advised that if your services are required, you will receive an additional emergency alert.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors County Management Group

The County Management Group consists of the department head and designated alternates of all County departments as well as the elected officials of Yuma County. It is listed in the State Communicator database as County Admin Group.

### **LEVEL 2: PARTIAL ACTIVATION**

Level 2 partial activation is typically limited agency and limited county department activation. The County Administrator, in collaboration with the Yuma County Office of Emergency Management, makes a decision to open the EOC and advises County Board of Supervisors of same.

The purpose of Level 2 activation is to initiate preparations due to a significant threat of a disaster or to coordinate response due to the occurrence of an incident that has exceeded the local responder's capabilities. During Level 2 activation, the EOC may be operational 24 hours a day.

ESF lead agencies with a role in the incident response are activated and required to report to the EOC.

All other ESFs are alerted of the event and are advised they are on standby. Additional notification will be made if called out.

During Level 2 activation, the Office of Emergency Management working via the Emergency Operations Center disseminates information to, and begins to coordinate preparation and response actions with other stakeholders, external agencies and volunteer organizations that are tasked in emergency response.

Local stakeholders may be asked to send representatives to the EOC for coordination and liaison with their home agency.

# Yuma County Emergency Operations Plan

## August 2012

---

The incident command system (ICS) is implemented.

One or more of the five (5) sections of Command, Finance, Logistics, Operations and Planning, along with any necessary branches may be activated.

The EOC Director and the available section chiefs develop and implement the initial Incident Action Plan (IAP). The IAP is the work plan for everyone, including the elected officials and their staff.

The EOC personnel are briefed on the IAP and pertinent items are posted on the EOC status boards. If possible, web-based tracking software is utilized but at a minimum a chronological tracking system is implemented. Depending upon the event, any appropriate logistical support elements such as security, food unit, etc. are also activated.

An example of a message sent out in a Level 2 activation may be :

Level 2 Message	To whom
An incident has occurred that requires <u>partial activation</u> of the Emergency Operations Center. Please report to the County EOC located at the Public Works facility at 4343 So. Avenue 5-1/2 E.  Or  <b>Make a message to stand by:</b> The EOC has been activated but your presence is not required <u>at this time</u> . Please contact your Section Chief for your scheduled shift and then stand by for possible further notification.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors Sections Chiefs of ESF activated Documentation

As a courtesy and to provide continuity of communications, the County Management Group will also be notified that a Level 2 activation has occurred.

### **LEVEL 1: FULL-SCALE ACTIVATION**

In a full-scale activation, the EOC is activated on a 24-hour schedule due to an imminent threat or occurrence of a disaster. All necessary Emergency Management staff and all necessary ESFs are activated and required to report to the EOC. Local stakeholders have sent representatives that are in place in the EOC.

# Yuma County Emergency Operations Plan

## August 2012

---

The ICS is implemented and all sections and branches are activated as necessary. As in Level 2 activation, the IAP establishes the operational objectives and priorities of the incident. Additionally, all logistical support elements are activated.

At this level response, relief, and recovery operations are expected to last for an extended period of time or several operational periods. Additional support or back-up staff, including representatives from the State of Arizona Division of Emergency Management (ADEM) and/or the Federal Emergency Management Agency (FEMA), are notified and requested to be prepared to assist should the response escalate and exceed local capability.

An example of a message sent out in a Level 1 activation may be:

Level 1 Message	To Whom
An incident has occurred that requires <u>full activation</u> of the Emergency Operations Center. Please report to the County EOC located at the Public Works facility at 4343 So. Avenue 5-1/2 E.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors Sections Chiefs of ESF activated Documentation All hands

As a courtesy and to provide continuity of communications, the County Management Group will also be notified that a Level 1 activation has occurred.

### LOCATION OF THE EOC

The Yuma County EOC is situated at a location separate from the incident scene. The EOC will not change the priorities and/or the objectives of the incident unless requested by the Incident Commander following a coordinated assessment of the evolving incident. This center is designed to ensure complete incident coordination for Command, Operations, Planning, Logistical, and Financial matters.

### DIRECTOR OF THE EOC

The individual at the EOC responsible for the management of all incident operations.

### EMERGENCY OPERATIONS CENTER COMMAND STAFF

Command staff positions are established to assume responsibility for key activities that are not a part of line organization.

### PUBLIC INFORMATION OFFICER

The information officer's function is to develop accurate and complete information regarding incident cause, size, current situation, resources committed, and other matters of general interest.



# Yuma County Emergency Operations Plan

## August 2012

---

The information officer will normally be the point of contact for the media and other agencies that desire information specifically about that incident.

### **LEGAL ADVISOR**

The legal advisor's function is to provide legal support to the Director of the EOC.

### **LIAISON OFFICER**

The liaison officer's function is to be a point of contact for representatives from other agencies. In a single command structure, the representatives from assisting agencies would coordinate through the liaison officer.

### **SAFETY OFFICER**

The Safety Officer's function is to advise the Incident Commander on issues of incident safety, works with the Operations Section Chief to insure operational safety, advises the EOC Manager of issues relating to safety within the EOC and ensures the safety of all incident personnel.

Under a unified command structure, representatives from agencies not involved in the unified command would coordinate through the liaison officer. Agency representatives assigned to an incident should have authority to speak on all matters for their agency.

### **Yuma County EOC Section Chiefs**

The Planning Section Chief is responsible for the collection, evaluation and dissemination of tactical information about the incident. The section maintains information on the current and forecasted situation and on the status of resources assigned to the incident. The documentation section is responsible for maintaining accurate and complete incident files; providing duplication services to incident personnel; and for filing, maintaining, and storing incident files for legal, analytical, and historical purposes.

The Operations Section Chief is responsible for the direct management of all incident tactical activities. The Chief assists in the formulation of the action plan. The Operations Chief may have officers assigned to his section. The use of officers from other agencies is encouraged in multi-jurisdictional situations.

The Logistics Section Chief is responsible for providing all support needs for the incident. The logistics section will order all resources from off-incident locations. The Logistics Section Chief will also provide facilities, transportation, food, supplies, and equipment maintenance and fueling.

The Finance / Admin Section Chief is established in incidents where the agencies involved have a specific need for financial services. In the Incident Command System, not all agencies will require the establishment of a separate finance section. In some cases where only one specific function is required, such as cost analysis, a position could be established as a technical specialist in the Planning Section. The Finance / Admin Section Chief will determine, based upon present and future requirements, the need for establishing specific units to address issues such as time, procurement, compensation, claims, and cost units.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **POLICIES**

Response by state agencies to lifesaving and life protecting requirements under this plan has precedence over other state response activities, except where national security implications are determined to be of a higher priority. Support from agencies will be provided to the extent that it does not conflict with other emergency missions that an agency is required to perform.

### **SITUATION AND ASSUMPTIONS**

#### **Disaster Conditions**

Yuma County is vulnerable to natural and manmade emergencies that may result in loss of life, property, damage, and/or disruption of normal activities. Continued growth and industrial development will increase this vulnerability. These hazards are identified in the Multi-jurisdictional Multi-hazard Mitigation Plan adopted by the Board of Supervisors in June 2010 which is hereby incorporated by reference.

Government has the primary responsibility for emergency management activities.

It is the intent of Yuma County Government to protect life and property from the effects of emergencies.

Disaster response may require the use of all available public and private resources to reduce suffering and hardship resulting from an emergency. The Chair of the Board of Supervisors, or designee, may request support from other political subdivisions, the State of Arizona, the Federal Government or any private sector entity to assist in the County emergency response or recovery function.

#### **Planning Assumptions**

An emergency/disaster may occur with little or no warning and produce maximum casualties and widespread damage. This plan assumes that the response capability of the affected local government will be overwhelmed at some point and local governments will call upon the county for assistance.

The large number of casualties and/or the significant damage to buildings, structures and to basic infrastructure will necessitate county and possibly state government assistance in conducting lifesaving and life-support efforts.

As the result of persons being injured and others being trapped in damaged or destroyed structures, the likelihood of a significant number of deaths will require the immediate response of county, state, and federal search and rescue personnel, medical personnel, and supplies and equipment to minimize deaths and injuries.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

County agencies may need to respond on short notice to provide effective and timely assistance. This plan designates pre-assigned missions for county agencies to expedite the provision of response assistance to save lives, alleviate suffering and protect property.

The NIMS Incident Command System, including the Unified Command Function, if appropriate, as well as the MACS, the multi-agency command system, will be used by all agencies in responding to, or participation in, emergency activities. The Yuma County Board of Supervisors adopted NIMS on September 4, 2005.

### **Disaster Declaration Process**

The provisions of this plan are applicable to all emergencies/disasters that require a proclamation of a State of Emergency by the Governor.

State and local emergency/disaster activities and requests for disaster assistance will be made in accordance with the following procedures:

### **Town/City Government**

Emergency response agencies from town/city government will respond to an emergency/disaster within their corporate limits, coordinate activities in accordance with their standard operation procedures (SOP), emergency operations plan and mutual aid agreements.

When an emergency/disaster situation is, or is likely to be, beyond the scope of control of the town/city and the combined efforts of the county, town/city and possibly the state are considered essential for an effective response/recovery, the mayor, or town/city council of an incorporated city/town may proclaim a Local Emergency. The Local Emergency proclamation should be forwarded to the County Emergency Management Director in an expedient manner, such as e-mail, or voice, followed by hard copy.

When a Local Emergency has been proclaimed, the mayor or Council will govern by proclamation and has the authority to impose all necessary regulations to preserve the peace and order of the town/city, including but not limited to:

Imposing curfews in all or portions of the town/city;

Ordering the closure of any business;

Closing to public access any public building, street or other public area;

Calling upon regular and/or auxiliary law enforcement agencies and organizations;

Providing/requesting mutual aid to/from other political subdivisions; and

Obtaining commitments of local resources in accordance with emergency plans.

# Yuma County Emergency Operations Plan

## August 2012

---

### **County Government**

Upon receipt of the proclamation of a Local Emergency from an incorporated town/city of the county, the chairman of the Board of Supervisors or the Board of Supervisors will:

Provide available assistance requested to contain the incident (i.e., Sheriff, public works, health, etc.);

In the event a situation exists in the unincorporated portions of the county that may affect lives and property, the county will take necessary measures to bring the situation under control utilizing all county government resources;

May enact emergency spending procedures;

Direct the Emergency Management Director to notify the Arizona Division of Emergency Management that a situation exists which may require the proclamation of a county Local Emergency;

If the situation in either incorporated or unincorporated portions of the county are beyond the capability and resources of the county to control, the chairman of the Board of Supervisors or the Board of Supervisors may proclaim a Local Emergency to exist in accordance with A.R.S. 26-311; and

The Local Emergency resolution and an Application for Assistance will be forwarded to the Director of the Arizona Division of Emergency Management.

### **State Government**

A State of Emergency may be proclaimed by the Governor when disaster conditions exist and appear likely to overwhelm local governments (A.R.S. 26-301, Paragraph 11).

The officials of the affected political subdivision should forward a Local Emergency resolution and an Application for Assistance to the Director of the Division of Emergency Management.

The Director of the Arizona Division of Emergency Management will advise the Governor of the situation and the Governor may proclaim a State of Emergency and execute all or portions of the State Emergency Response and Recovery Plan (See Annex Z).

The Governor may declare an Emergency in the absence of a county/local request.

Specific liabilities and expenses may be incurred and recovered to meet contingencies and emergencies arising from incidents relating to hazardous materials and search and rescue operations without the proclamation of a State of Emergency by the Governor.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

Request for assistance from the National Guard will be forwarded to the Director of the Arizona Division of Emergency Management. The Director will evaluate the request and make appropriate recommendations to the Governor, or if the National Guard has been activated, relay the request to the Military Affairs Division.

### **CONCEPT OF OPERATIONS**

#### **General**

The Chair of the Board of Supervisors has overall authority for emergency management within Yuma County

The Chair declares the emergency, and has broad control over operations through basic guidance on policy issues for response and recovery including the ability to enact emergency spending regulations to cover expenses incurred in the management of the emergency action.

The County Administrator chairs the Executive/Policy Group.

Elected officials and appointed department heads shall continue to perform the duties of their offices.

Agencies have been grouped together under the Emergency Support Functions (ESFs) to facilitate the provision of response assistance. If state response assistance is required under this plan, it will be provided using some or all of the ESFs as necessary.

Each ESF has been assigned a number of missions. The designated primary agencies are responsible for managing the activities of the ESF and ensuring that missions are accomplished. Primary agencies have the authority to execute response operations.

Agency missions, organizational structures, response actions, and primary and support agency responsibilities are described in the ESF's.

Primary agencies will coordinate directly with their functional counterpart at the local level. Requests for assistance will be channeled from county, city/town government to the Yuma County EOC.

Primary agencies will work with their support agencies to provide assistance. Primary agencies will use the ESF Annex of the plan as a basis for developing SOPs, Internal Operating Procedures (IOPs), Protocols, and Standard Operating Guidelines (SOGs).

Support agencies will assist the primary agencies in preparing and maintaining SOPs, IOPs, SOGs, and Protocols and will provide support for ESF operations. Each support agency will:

Designate two agency staff members responsible for coordination with the primary agency for all actions related to this plan;

# Yuma County Emergency Operations Plan

## August 2012

---

Participate in the process of exercising, reviewing, maintaining and implementing this plan; and

Provide representatives to the EOC operational location as required.

The Director of the Yuma County Office of Emergency Management shall have the responsibility for ensuring that emergency response functions are effectively performed during a major emergency within Yuma County. He/she will coordinate public information, legislative liaison, community liaison, and outreach and donation activities via the collaboration of the County Administrator and/or the Sheriff.

The Director of the Yuma County Office of Emergency Management directs the EOC response and supports field operations and does not interfere with or take-over the field operations.

Response under this plan will be based on situational needs to provide response and recovery utilizing ESFs.

When the first arriving agency is outside its own jurisdiction, that agency shall assume command, make the appropriate notifications, and maintain control until the jurisdiction with responsibility arrives. Command may then be transferred.

When the incident occurs within a multi jurisdictional area, the first arriving agency shall assume on-scene command responsibility, and notify other component organizations. Command may then be transferred.

In the event of multiple major incidents occurring simultaneously within Yuma County the EOC will become the point where policy, command and control, and support functions to the Incident Commander(s) originate.

### **Organization**

The organization to implement procedures under this plan is composed of local/ county/ state/ federal government and private agencies. The response structure is designed to be flexible to accommodate the response and recovery requirements. County agencies provide support to the local agencies, which implement on-scene response operations.

The State Response Structure is composed of the following agencies:

Department of Administration

Department of Agriculture

Attorney General's Office

Department of Banking

# Yuma County Emergency Operations Plan

## August 2012

---

Department of Building and Fire Safety

Department of Commerce

Registrar of Contractors

Corporation Commission

Department of Corrections

Department of Economic Security

Department of Education

Emergency Council

Division of Emergency Management

Emergency Response Commission

Department of Environmental Quality

State Fire Marshal

Board of Funeral Directors and Embalmers

Game and Fish Department

Geological Survey

Office of Governor

National Guard

Department of Health Services

Commission of Indian Affairs

Industrial Commission

Department of Insurance

State Land Department

State Mine Inspector

## Yuma County Emergency Operations Plan

### August 2012

---

State Parks

Port Authority

Department of Public Safety

Radiation Regulatory Agency

Department of Real Estate

Department of Revenue

Structural Pest Control Commission

Department of Transportation

Department of Water Resources

The County response structure is ordinarily composed of the following organizations:

Board of Supervisors

County Administrator

Office of the Sheriff

Office of Emergency Management

Office of the County Attorney

Department of Development Services

Building Safety Department

General Services Department Public

Health Services District

Engineering/Public Works Department

Financial Services Department

Information Technology/Geographical Information Systems

Planning & Development (Zoning) Department



# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **Incorporated Community Response Structure**

It is desired that each incorporated city/town located in Arizona will produce an Emergency Operations Plan (EOP) in support of the county EOP.

Representatives from the incorporated community will be the initial responders to any incident located within their corporate limits. The response structure of each community will be outlined in its EOP within the capabilities of the community's resources. Ordinarily, an incorporated community response structure will contain the following:

Mayor of City/Town Council

City Manager

Designated Emergency Management Coordinator

City/Town Attorney

Fire Department

Police Department

Public Works

Emergency Medical

Transportation

Schools

Parks/Recreation

Planning & Zoning Department

### **Volunteer/Private Organization Response Structure**

The State of Arizona and the county have a number of volunteer organizations that respond to emergencies/disasters.

The American Red Cross and the Salvation Army take the lead in most volunteer efforts. A large number of volunteer organizations including the American Red Cross and Salvation Army have aligned themselves with the Voluntary Organizations Active in Disaster (VOAD Group). At this time, VOAD is not active in Yuma County. Yuma County is working closely with the Southern Arizona VOAD for a coordinated response.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

The Arizona VOAD Group is identified as AzVOAD. Although each volunteer organization is a stand-alone group, they readily communicate with each other, exchange ideas, supplies, equipment, and volunteers. AzVOAD is not a controlling group and membership is completely voluntary by the organizations.

The Office of Emergency Management is implementing a cadre of vetted and registered local volunteers for use as necessary.

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **County Agencies**

##### **County Administrator**

Chairs the Executive Policy Group.

Maintains communications with the Chair of the Board of Supervisors concerning emergency operations.

Requests legal actions and declarations necessary to carry out emergency functions.

Authorizes commitment of County funds, personnel and other resources.

##### **County Emergency Management**

Maintains the EOC and staff for immediate activation.

Coordinates and directs EOC incident response and community restoration as directed by the Executive Policy Group.

Coordinates the deployment of resources necessary to mitigate the emergency.

May request legal actions and declarations necessary to perform emergency functions.

Coordinates requests for technical support from emergency response agencies.

Coordinates requests for the acquisition of resources from other political jurisdictions, State and Federal agencies, and non-government entities.

Coordinates resources for the care and sheltering of displaced persons.

Provides secondary communication networks and coordination with the YACS, the Yuma Auxiliary Communications Service, formerly known as R.A.C.E.S. and other volunteer groups as necessary.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Provides for emergency warning and information to areas affected, or that may be affected, by the emergency.

Provides coordination and administrative assistance for damage verification and financial recovery from Federal and State reimbursement programs.

#### **County Sheriff and Local Law Enforcement Agencies**

Coordinates and conducts emergency law enforcement operations within area of jurisdiction.

Maintains law and order.

Provides control of, and access to, restricted areas, and traffic control.

Coordinates evacuation of hazardous and non-hazardous areas.

Provides personnel for assignment to the EOC as coordination staff.

Establishes and maintains financial documentation of the emergency.

#### **County Attorney**

Provides legal advice and interpretation(s) to Executive Policy Group.

Provides legal declarations as required.

Coordinates with legal representatives of other government and private entities as required.

Provides personnel for assignment to the EOC as coordination staff as requested.

Establishes and maintains financial documentation of the emergency.

#### **County Public Health Services District**

Determines the impact of hazardous condition on the environment and public health.

Coordinates actions to protect public health.

Provides expanded public health services as required.

Acquires critical public health resources through Federal, State, and Local health service agencies.

Provides personnel for assignment to the EOC as coordination staff as requested.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Establishes and maintains financial documentation of the emergency.

#### **County Development Services and Flood Control District**

Initiates responses to protect and maintain all public facilities under its jurisdiction.

Provides personnel and resources as requested.

Establishes and manages Damage Assessment Teams.

Provides technical interpretation of Flood Warning System data to the EOC coordination staff.

Provides personnel for assignment of the EOC as coordination staff as requested.

Provided qualified personnel for assignment to Damage Assessment Teams (DAT) and to the Disaster Assistance Center (DAC) as requested.

Provide expeditious purchase and procurement of emergency supplies and equipment required to accomplish emergency operations.

Establishes and maintains financial documentation of the emergency.

#### **County Public Works**

Maintains highways and roads to allow emergency response to and evacuation from affected sites.

Initiates emergency procedures to ensure availability, and rapid replenishment of, automotive fuel and supplies.

Provides for continual service and maintenance operations at the levels required by the incident.

Provides additional vehicles and supplies as needed.

Provides personnel for assignment to the EOC as coordination staff.

Establishes and maintains financial documentation of the emergency.

#### **County Financial Services**

Briefs and updates the Director of the EOC.

Supervises all financial aspects of the incident.

Prepares claims for state and federal assistance.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Coordinates interaction with outside resources and support and recovery agencies.

Interface with Plans and Operations Sections and provide input for financial costs and analysis.

Make cost savings recommendations to the Policy/Advisory Section.

Prepare and complete all financial obligations documents.

Review and expedite invoices, claims, and applications for relief from vendors, victims and mutual aid partners.

Provide cost analysis for the entire operation to the Director of Yuma County Office of Emergency Management.

Provides personnel for assignment to the EOC as coordination staff.

Establishes and maintains financial documentation of the emergency.

#### **County Information Technology Services**

Provides personnel to assist with the set up and tear down of the EOC.

Provide assistance in developing computer databases for the Yuma County Office of Emergency Management.

Provide assistance with the Geographical Information Systems.

Provide assistance with EOC communication networks.

Provides personnel for assignment to the EOC as coordination staff.

Establishes and maintains financial documentation of the emergency.

#### **Component Organizations**

Work to accomplish the response objectives developed by the Executive/Policy Group.

Provide liaison officers, empowered with the authority and responsibility to act as its coordinator, to the EOC and/or the Incident Command Post when requested.

Develop and maintain Emergency Standard Operating Procedures (ESOPs).

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **County Fire Districts, Volunteer Fire Departments and Private Fire Departments**

Provide fire fighting, emergency medical and rescue operations within their districts or franchise areas.

Provide mutual aid to other agencies when possible.

When requested, provides personnel for assignment to the EOC coordination staff.

### **ADMINISTRATION DURING ACTIVATION OF THE EOC**

The Yuma County Office of Emergency Management will, in coordination with other county agencies, review this plan annually and revise/update it as needed. Each county agency and local government will review and update their SOPs / IOPs, all in accordance with Comprehensive Preparedness Guide CPG 101.

In addition to the completion of required ICS forms and documentation, during activation County agencies will submit daily Situation Reports (SITREPs) to the Yuma County Office of Emergency Management. SITREPs should contain pertinent information regarding response/recovery operations. SITREPs will be addressed to the Director, Yuma County Office of Emergency Management through the Plans Section at the EOC. SITREPs may be sent via facsimile, email or by hand carrier to the EOC Plans Group to arrive by 1200 hours for the previous day.

Following the conclusion of a County State of Emergency proclamation by the Governor, county and local agencies will participate in a hot wash and an after-action report with the Director, Yuma County Office of Emergency Management. The subsequent after-action report will be used to evaluate and improve existing plans and procedures.

### **ANNEXES**

The Director of the Office of Emergency Management shall coordinate the development and maintenance of all Emergency Support Functions (ESFs) and annexes to this plan. An ESF/annex is a written extension of the basic plan that focuses on the emergency response and/or operations in a specified functional area.

### **AUTHORITY**

See Annex regarding Command and Control.

Yuma County Emergency Operations Plan  
August 2012

---

# Yuma County Emergency Operations Plan

## August 2012

---

### EMERGENCY SUPPORT FUNCTION # 1 Transportation and Infrastructure Annex

ESF Approved by the Yuma County Board of Supervisors on 6 August 2012	Next review date: July 2013
---	-----------------------------

#### PRIMARY AGENCY:

Yuma County Public Works

#### SUPPORT AGENCIES:

City of Yuma: Public Works City  
of San Luis: Public Works City  
of Somerton: Public Works  
Town of Wellton: Public Works  
School Districts: School Buses  
Law Enforcement  
Federal: Immigration Naturalization Services vans & buses  
Yuma Metropolitan Planning Organization  
Yuma County Office of Emergency Management

Available through Arizona Division of Emergency Management

Arizona Department of Corrections  
Arizona Department of Transportation  
Arizona Department of Public Safety  
Arizona Department of Administration  
Arizona National Guard  
Arizona State Land Department  
Arizona State Park  
Arizona Division of Emergency Management

#### INTRODUCTION

##### Purpose

Coordinate transportation infrastructure restoration and recovery activities.

Support and assist law enforcement agencies in traffic access and control.

Outline roles and responsibilities related to Yuma County Public Works.

##### Scope

Transportation infrastructure support includes coordination of city, county, state, federal, and private agencies and resources to manage, restore and maintain transportation arteries.



# **Yuma County Emergency Operations Plan**

## **August 2012**

---

This ESF will be activated when there is a major county disaster, major state-wide disaster, or terrorist attack within the local community, county or state as needed.

### **POLICIES**

Transportation planning will be directed toward satisfying the needs of response agencies requiring transportation routes to perform their assigned disaster missions.

Transportation planning will include the utilization of available state transportation capabilities as well as local capabilities.

### **SITUATION AND ASSUMPTIONS**

A disaster may severely damage the transportation infrastructure. Most localized transportation activities will be hampered by lack of useable surface transportation infrastructure. The damage may influence the level of accessibility for relief services and supplies.

Disaster responses, which require usable transportation routes, will be difficult to coordinate effectively during the immediate post disaster period.

Gradual clearing of access routes will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period.

The requirement for transportation routes during the immediate lifesaving response phase will exceed the availability of locally controlled or readily obtained assets.

Transportation assistance will be provided according to the requirements of this plan as means are available..

### **CONCEPT OF OPERATIONS**

The County Administrator or the Emergency Management Director has the authority to activate this ESF.

The Yuma County Public Works Department is responsible for coordination of county resources needed to restore and maintain transportation routes necessary to protect lives and property during an emergency/disaster.

The Arizona Department of Transportation (ADOT) is responsible for coordinating state resources needed to restore and maintain transportation routes necessary to protect lives and property during an emergency/disaster.

The Yuma County Public Works Department will provide a representative to the EOC – Operations Group, Public Works Branch. This representative will serve as liaison between the EOC and

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

Public Works Department and provide information on road closures, infrastructure damage, debris removal and restoration activities.

The Yuma County Public Works Department will assess the condition of highways, bridges and other components of the county's transportation infrastructure and:

1. Close those determined to be unsafe;
2. Post signing and barricades;
3. Notify law enforcement and emergency management personnel; and
4. Protect, maintain, and restore critical transportation routes and facilities.

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **Yuma County Public Works Department**

Implement Yuma County Public Works Department emergency functions to include the prioritization and/or allocation of resources necessary to maintain and restore transportation infrastructure.

Provide traffic control assistance, hazardous materials containment response and damage assessment.

Assist county and local government entities in determining the most viable available transportation networks to, from and within the disaster area and regulate the use of such networks.

Discuss with support agencies possibilities for alternative transportation, given the current situation, and implement solutions when systems or infrastructure are damaged, unavailable or overwhelmed.

Include people with access and functional needs and children in planning for alternative transportation systems.

Identify, procure, prioritize, and allocate available resources.

Report shortfalls and proposed actions to the Operations Group Chief at the EOC or his/her representative.

Maintain records of cost and expenditures.

If possible, support agencies will make available heavy equipment, personnel, and other assets to maintain and restore the county's critical transportation infrastructure to include traffic control.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **RESOURCE REQUIREMENTS**

Estimated logistic requirements (e.g., personnel, supplies, and equipment, facilities and communications) will be developed during normal planning processes and exercises.

### **PLAN DEVELOPMENT AND MAINTENANCE**

The Yuma County Public Works will maintain this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Yuma County Public Works. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

**\*Note: This ESF uses ICS forms 213, 214, 218**

# Yuma County Emergency Operations Plan

## August 2012

---

### EMERGENCY SUPPORT FUNCTION # 2 Communications Annex

ESF Approved by the Yuma County Board of Supervisors on 6 August 2012	Next review date: July 2013
---	-----------------------------

#### PRIMARY AGENCY:

Yuma Regional Communications System (YRCS located at ITS, City of Yuma)

#### SUPPORT AGENCIES:

- Yuma County Information Technology Services (ITS)
- Yuma County Office of Emergency Management
- Yuma County Sheriff's Office
- Local law enforcement
- Local Emergency Planning Committee
- Yuma Auxiliary Communications Service
- YRCS Council Point of Contact
- Department of Public Safety
- Local cellular companies
- U.S. West

Available through the Arizona Division of Emergency Management

- Arizona Division of Emergency Management
- Arizona Department of Water Resources
- Arizona Game and Fish Department
- Arizona State Land Department
- Arizona National Guard
- Military Amateur Radio Systems
- Arizona Department of Transportation

#### INTRODUCTION

##### Purpose

Describe communications resources available to conduct countywide direction and control, direct and coordinate emergency resources.

Establish responsibilities for communication operations.

Define operating procedures to support county/local government jurisdictions during disasters.

# Yuma County Emergency Operations Plan

## August 2012

---

### **Scope**

This Emergency Support Function (ESF) will coordinate the establishment of both permanent and temporary communications in the areas affected by an emergency/disaster. Support will include state agency communications, commercially leased communications, and communications services provided by volunteer groups such as Yuma Auxiliary Communications Service (YACS) formerly known as Radio Amateur Civil Emergency Services (RACES), Civil Air Patrol (CAP), etc.

This ESF will be activated when there is a major county disaster, (versus a minor local emergency); major state-wide disaster; terrorist attack within the local community, county, or state.

### **SITUATION AND ASSUMPTIONS**

Natural hazards or threats likely to impact Yuma County include earthquakes, heat emergencies, wind storms/micro-bursts and flooding along with manmade hazards such as chemical spills, vehicle accidents and acts of terrorism.

These hazards have a high potential of causing power outage which is a major contributor to loss of communication. Cell phone communication is at high risk for loss due to loss of signal to and from towers, lack of 'line of sight' from phone to tower (due to mountains and valleys), and over-burdening of the system by calls from worried people. In the winter, the population doubles which puts an additional burden on the system.

While Yuma County has compatible radio frequencies among the various emergency response agencies, not all jurisdictions outside of Yuma County have that capability. Under the authority of the Yuma Regional Communication System (YRCS) an interoperable communication plan has been developed that consolidates information across agencies, disciplines and jurisdictions by documenting regional communications capabilities. This document, known as the Yuma Regional Tactical Interoperable Communications Plan or TIC-P, is currently under revision as of July 2012.

Yuma Regional Communications System is a consortium of federal state, county, tribal, private, and non-governmental organizations (NGOs), who have partnered to increase the communication interoperability capabilities in Yuma County. Over the past several years they have obtained grants and funding for 800 MHz radios, new radio towers, and education/training for the emergency response community.

Yuma Regional Communications System (YRCS), in conjunction with the Yuma County Office of Emergency Management, is responsible for developing, maintaining and operating both permanent and emergency communications systems which collect and disseminate information, receive requests for assistance, and coordinate disaster response activities during the activation of the Yuma County Emergency Operations Center and/or a declared emergency. The YRCS is located in the ITS Division of the City of Yuma.

Yuma Regional Communications System will continue to assist local jurisdictions in developing, maintaining and operating emergency communications systems. Assistance will be provided for

# Yuma County Emergency Operations Plan

## August 2012

---

technical, and program development guidance to assure a coordinated and integrated countywide emergency communications system.

Guidance for communicating with children, those with functional needs, and the necessary equipment to do so is contained in ESF 15.

Communication resources and equipment are made accessible to individuals with communication adaptive needs working in emergency operations by all law enforcement agencies having TDD capability. Large print is available by changing font size/screen size on the computers, and printed materials are available by request.

### CONCEPT OF OPERATIONS

This emergency support function on communications will work in conjunction with the previously mentioned Yuma Regional Tactical Interoperable Communications Plan (TIC-P) originally provided in October 2009 and currently under revision. This plan contains the compatible frequencies used by agencies during day to day operations and emergency response and includes information on who can talk to whom, including contiguous jurisdictions and private agencies.

A common operating picture within Yuma County and across other jurisdictions provides the framework of our communications capabilities. This framework is made possible by interoperable systems managed by the Yuma Regional Communications System (YRCS). The YRCS affords first responders and providers from all disciplines the capability for efficient response and recovery activities via effective communications.

The existing communications within Yuma County consists of the YRCS system, telephone, computer technology and dedicated/common user wire, cellular and satellite telephone systems and is augmented by the use of amateur radio operations from the Yuma Auxiliary Communications Service (YACS).

The county-wide dispatch and communications center is housed at the Yuma County Sheriff's Office at 141 South 3<sup>rd</sup> Avenue, Yuma, Arizona. It is staffed 24/7/365 by a professional communications staff. Equipment is available to provide day to day as well as emergency communications. Twenty-four hour communications are provided by and maintained by this dispatch center.

Each municipality in Yuma County has its own dispatch center. These dispatch centers are able to connect to, and monitor the county-wide dispatch and communications center.

By having access to the same channels, Phoenix AZ, as well as Imperial and Riverside County, CA are able to monitor the 800 MHz system allowing real-time notification of events and incidents.

If 9-1-1/dispatch centers are out of operation, alternate methods of service will be used to support/coordinate communications for the on-scene personnel/agencies (e.g. resource

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

mobilization, documentation, backup). These will include but not be limited to radio, cell phone, runner, and YACS.

The Yuma County Sheriff's Office supervises the YCSO communications system, and works closely with the representatives from the YRCS.

Agencies will retain operational control of their communications systems and equipment during emergency operations.

The Yuma County Sheriff's Office will serve as Net Control Station for Yuma County Office of Emergency Management as well as for all other County participants. It is the primary interface for state, national, regional, and interstate communications operations for county radio operations. It should be noted that the Office of Emergency Management maintains an 800 MHz radio operating under the call sign of "EM-1".

All other participating member agencies of YRCS have their own net control station.

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **County Government**

##### **Yuma Regional Communications System will:**

Work in conjunction with the Yuma County Sheriff's Office and the Yuma County Office of Emergency Management for day to day operations as well as emergency response and preparedness activities.

The Chairman of the Yuma Regional Communications System is the designated point of contact.

Develop and maintain primary and alternate communications systems for contact with local jurisdictions, other state agencies, interstate and national agencies required for mission support.

Develop and supervise a comprehensive countywide emergency communications program and plan.

Assist other local jurisdictions in developing communications plans and systems that interface with and support the countywide emergency communications system.

Conduct training and communications system exercises to insure reliable statewide emergency communications support.

Augment and maintain the communications resource inventory.

## Yuma County Emergency Operations Plan

### August 2012

---

Ensure a communications capability exists for the Emergency Operations Center to include coordination with the telephone companies for installation of dedicated lines between the EOC and the Sheriff's Office.

Ensure communication restoration procedures are developed, maintained and tested regularly.

Ensure that the local telephone company representatives are aware of circuit restoration priorities.

#### **Yuma County Office of Emergency Management will:**

Work to coordinate the use of the volunteers from the Yuma Auxiliary Communications Service with the Yuma County Sheriff's Office as well as the Yuma County Department of Public Works, housing the EOC.

Maintain the historical record of the event.

Work to coordinate the following local, county, and state agencies to assist YRCS and the Office of Emergency Management in maintaining communications through primary or alternate systems, specifically;

YRCS member agencies

Yuma County Sheriff's Office

Yuma County Public Works

Arizona National Guard

Department of Public Safety

Department of Transportation

Yuma Auxiliary Communications Service

U.S. West.

**Member agencies, NGOs and Tribal Nations** involved in the county emergency communications system will:

Develop emergency communications support plans that provide alternate or supplementary support to the state emergency communications system.

Make use of common language during all communications to reduce confusion when multiple agencies or disciplines are involved.



# **Yuma County Emergency Operations Plan**

## **August 2012**

---

Develop and implement internal security procedures.

Conduct or participate in periodic tests or exercise to ensure responsive and reliable emergency communications support.

Coordinate emergency communications support plans with the Yuma County Communications Officer.

### **Volunteer Agencies**

YACS will provide primary or alternate emergency radio communications support.

### **State Government**

The State Government will implement Essential Support Function (ESF) #2 of the State Response Plan, to provide communications support to county/local jurisdictions. Assistance will be discontinued when local requirements no longer exist.

### **Federal Government**

The Federal Government will implement ESF #2 of the Federal Response Plan, to provide communications support to county/local jurisdictions. Assistance will be discontinued when state or local requirements no longer exist.

## **ADMINISTRATION AND LOGISTICS**

This ESF and the Yuma County Emergency Communications Plan may be implemented to support national/state/local emergency/disasters. Implementation may require full or partial activation of the EOC.

All records generated during an emergency will be collected and filed electronically and hard copy in an orderly manner to preserve a record of events for use in determining response costs, settling claims and updating emergency plans and procedures. This shall be the responsibility of the Yuma County Office of Emergency Management.

## **PLAN DEVELOPMENT AND MAINTENANCE**

The YRCS, in conjunction with the Yuma County Sheriff's Office and the Yuma County Office of Emergency Management, will maintain this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Yuma Regional Communications Systems. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Yuma County Emergency Operations Plan  
August 2012

---

Note: This ESF uses ICS forms 205, 205A, 210, 211, 213, 214.

Yuma County Emergency Operations Plan  
August 2012

---

THIS PAGE INTENTIONALLY LEFT BLANK

# Yuma County Emergency Operations Plan

## August 2012

---

### **Appendix 1, Alert and Warning to ESF #2 Communications**

#### **PRIMARY AGENCY:**

Yuma County Office of Emergency Management

#### **SUPPORT AGENCIES:**

Yuma County Sheriff's Office  
Department of Public Safety  
National Weather Service  
Emergency Alert System (Phoenix & Tucson)  
Arizona Department of Water Resources  
Arizona Division of Emergency Management  
Arizona Department of Public Safety  
Federal: National Weather Service  
Local Law Enforcement  
Local Fire Department

#### **PURPOSE**

Provide procedures to receive alerting and warning information of impending threats that could endanger the population of the County, region and State.

Provide warning information and instructions of impending danger.

Alert disaster response organizations.

#### **SITUATION AND ASSUMPTIONS**

County government must be prepared to receive, evaluate, and react to alerts and warnings. The County must notify governmental officials and response organizations, and issue information and instructions to the public of an impending disaster situation.

#### **CONCEPT OF OPERATIONS**

##### **Alerting Phase**

The Department of Public Safety (DPS) is designated as the 24-hour State Warning Point for disasters and will receive and relay alerting information through the National Warning System (NAWAS).

Upon receipt of information, the DPS Duty Officer will:

Notify the appropriate county Warning Points, which will execute local alert and warning procedures.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

Notify ADEM, which will alert the county to confirm their receipt of notification and establish coordination and feedback channels.

Assist Yuma County and, when appropriate, the National Weather Service (NWS) by providing feedback information about what is occurring in the affected areas.

### **Warning Phase**

NWS offices issue weather statements, Advisories, Watches and Warnings, and short-term forecasts (NOWcasts), for significant/severe weather events and flooding. They are transmitted via the National Weather Wire Service (NWWS) and NAWAS to state and county Warning Points.

Other subscribers also receive information on the NWWS throughout the state, for dissemination to the public. The National Oceanographic and Atmospheric Administration (NOAA) Weather Radio (NWR) is used to disseminate data about events within the listening area (about a 40-mile line-of-sight radius) by transmitters in Phoenix, Flagstaff, Yuma, Tucson and Las Vegas. NWS offices also use the Media Alert System for short-fused, severe weather events affecting, or expected to affect, populated areas.

NWS Offices may make additional notifications as to Statements, Advisories, Watches, Warnings, and NOWcasts. Feedback information is provided by local jurisdictions and county emergency management directors to the NWS so accurate predictions and appropriate upgrading of Watches or Warnings can be timely. The feedback loop consists of ADEM, DPS, NWS, and local government.

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

DPS is responsible for functioning as the State Warning Point, for receiving alerting and warning information and for relaying such information to ADEM and Yuma County through the Yuma County Sheriff's Office.

#### **County Government**

Yuma County Office of Emergency Management is responsible for:

Acting as the primary county agency for establishing, improving, and maintaining a county warning system;

Working in conjunction with the County's PIO and the Yuma County Sheriff's Office in alerting the appropriate county agencies to insure a common operating picture;

Establishing feedback channels with local government, DPS and the NWS to ensure situation monitoring;

Primary local response agencies are responsible for alerting support agencies and personnel;

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Any county or local agency that recognizes an impending danger is responsible for initiating the alert to the State Warning Point;

Establish county Warning Points;

Disseminate Alert and Warning information through the Emergency Alert System (EAS); and

Pass reports of significant/severe weather or flooding to the NWS office, which has warning responsibility for their county.

#### **Federal Government**

NWS offices in Phoenix, Tucson, Flagstaff, and Las Vegas are responsible for preparing and issuing Statements, Advisories, Watches, Warnings and NOWcasts about any severe weather or flooding in Arizona. Each office is responsible for a County Warning Area (CWA). CWAs in Arizona, are as follows:

Weather Forecast Office (WFO) Phoenix, AZ – which covers Maricopa, Yuma, La Paz, southern Gila, and northwest Yuma Counties.

WFO Tucson, AZ – this covers Cochise, Graham, Greenlee, Pima, Southeast Yuma, and Pima County.

WFO Flagstaff, AZ – which covers Apache, Coconino, Northern Gila, Navajo, and Yavapai Counties;

WFO Las Vegas, NV – which covers Mohave County;

FEMA is responsible for activation of the NAWAS to alert states of the potential for or an actual attack upon the United States or its territories.

#### **ADMINISTRATION AND LOGISTICS**

##### **YUMA COUNTY OFFICE OF EMERGENCY MANAGEMENT will:**

Maintain the ESF Appendix.

Approve county Warning Points and Warning Point extension for NAWAS utilization.

Assist Warning Point facilities in maintaining the NAWAS and EAS communication system;

Develop and maintain Internal Operating Procedure (IOPs) for alerting of appropriate state agencies and establishing feedback channels.

Assist local agencies in preparing IOPs for alerting and warning systems implementation.

## Yuma County Emergency Operations Plan

### August 2012

---

Maintain coordination with state and federal agencies to improve plans, procedures, and systems for providing alert and warning information.

**Primary Agencies will:**

Identify a point of contact and an alternate for receiving an alert from Yuma County Office of Emergency Management.

Develop and maintain an IOP which will include an alerting system for the primary agency and for support agencies and personnel.

DPS will provide training in procedures for alerting affected local and county governments, and providing feedback information to ADEM or the NWS in weather related situations.

# Yuma County Emergency Operations Plan

## August 2012

---

### EMERGENCY SUPPORT FUNCTION # 3

#### Public Works and Engineering Annex

ESF Approved by the Yuma County Board of Supervisors on 6 August 2012	Next review date: July 2013
---	-----------------------------

#### PRIMARY AGENCIES:

Yuma County Public Works  
Yuma County Development Services

#### SUPPORT AGENCIES:

Yuma County Office of Emergency Management  
City of Yuma: Public Works City  
of San Luis: Public Works City  
of Somerton: Public Works  
Town of Wellton: Public Works

Available through the Arizona Division of Emergency Management

Arizona Division of Emergency Management  
Arizona Corporation Commission Arizona  
Department of Transportation Arizona  
Department of Environmental Health  
Arizona Department of Environmental Quality  
Arizona National Guard  
Arizona Department of Water Resources  
Private: Associated General Contractors of Arizona

#### INTRODUCTION

##### Purpose

Provide public works and engineering support to county agencies and local government.

##### Scope

Technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair of wastewater and solid waste facilities and real estate support.

Activities within this Essential Support Function (ESF) include:

Emergency flood fighting operations;



# Yuma County Emergency Operations Plan

## August 2012

---

Emergency debris clearance for reconnaissance of damaged areas and passage of emergency personnel and equipment;

Identification of emergency landfill areas for debris disposal;

Temporary construction of emergency access routes that include damaged streets, roads, bridges, airfields and any other facilities necessary for passage of rescue personnel;

Emergency restoration of critical public services and facilities including supply of adequate potable water, temporary restoration of water supply systems and the provision of water for firefighting;

Emergency demolition or stabilization of damaged structures and facilities designated by county or local government as immediate hazards to the public health and safety;

Temporary protective measures to abate immediate hazards to the public for health or safety reasons until demolition is accomplished; and

Technical assistance and damage assessment, including structural inspection.

### **SITUATION AND ASSUMPTIONS**

Rapid damage assessment of the disaster area will be required to determine potential workloads.

Access to the disaster areas will be dependent upon the reestablishment of ground routes. In many locations, debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.

A disaster may cause unprecedented property damage. Structures could be destroyed or severely weakened. Homes, public buildings, bridges, and other facilities may require reinforcement or demolition to ensure public safety. Debris could make streets and highways impassable. Public utilities could be damaged and may be partially or fully inoperable. Equipment in the immediate disaster area may be damaged or inaccessible. Sufficient resources may not be available to meet emergency requirements.

State assistance may be required to identify and deploy resources from outside the affected area to ensure a timely, efficient, and effective response. Existing landfills may be overwhelmed by debris and need to be augmented by areas pre-designated for clean debris disposal.

Assistance may be needed to clear debris, do damage assessment and structural evaluations, make emergency repairs to essential public facilities, reduce hazards by stabilizing or demolishing structures, and provide water for human health needs and firefighting.

Emergency environmental waivers and legal clearances may be needed for disposal of materials from debris clearance and demolition activities.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

Personnel with engineering and construction skills, and construction equipment and materials may be required from outside the disaster area.

Reevaluation of previously assessed structures and damages may be required.

### **CONCEPT OF OPERATIONS**

When the Yuma County Chairman of the Board has proclaimed a State of Emergency, the Emergency Management Director, upon consultation with the County Administrator and/or the Sheriff, will activate the Yuma County Emergency Operation Center (EOC) in accordance with the protocol outlined in the Basic Plan.

In the event of a disaster the Yuma County Office of Emergency Management will assist and facilitate the acquisition of requested resources via the use of the EOC. The Director of Public Works, or his/her designee, will respond to the EOC and provide public works and engineering support to the affected area.

The Emergency Operations Center will coordinate county resources to assist county and local government in emergency work and identify resources that could assist county and local utilities in emergency restoration.

Should the combined resources of local, county, and private agencies prove inadequate, the Emergency Management Director of Yuma County, will, through the Arizona Division of Emergency Management (ADEM), request state activation of ESF # 3 of the State Response Plan.

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **Public Works and Development Services will:**

Provide personnel, equipment, supplies, and other resources to assist in emergency operations such as repairing roads, bridges, debris removal, flood fighting, and other related tasks such as providing equipment for use during search and rescue of collapsed structures.

Provide engineering support to conduct Preliminary Damage Assessments (PDAs) and prepare Damage Survey Reports (DSRs).

Training for personnel selected to assist with the PDAs and DSRs will be provided by the Office of Emergency Management and their respective departments before dispatch to the disaster area.

# Yuma County Emergency Operations Plan

## August 2012

---

### **Yuma County Office of Emergency Management will:**

Establish procedures for documenting expenditures;

Identify county, state and private resources, including those of the Associated General Contractors of Arizona (AGCA).

### **The Department of Environmental Quality (ADEQ) will:**

Provide personnel to assist in damage assessment of water systems and waste water systems and determine necessary emergency repairs.

Assist in locating suitable debris disposal sites and provide guidance on areas affected by hazardous materials (See ESF # 10).

Issue emergency environmental waivers and legal clearances for disposal of materials from debris clearance and demolition activities.

**National Guard** will provide personnel, supplies, transportation, and equipment (If activated).

**The Department of Water Resources (ADWR)** will provide technical engineering expertise in determining emergency operations required for irrigation, flood control facilities, dam safety, drainage channels, and other related areas.

### **ADMINISTRATION AND LOGISTICS**

#### **Public Works will:**

Assist utilities in developing or improving emergency procedures;

Identify areas of assistance that can be provided to utilities;

Maintain a 24 hour listing of emergency coordinators from each regulated utility in the county;

Keep the Emergency Management Director advised on status of utility services;

Provide advice to local jurisdictions concerning utilities restoration and assistance;

Identify operating personnel and equipment including any contract agreements with other resources; and

Prepare procedures for documenting expenses (see State Disaster Assistance Guide).

# Yuma County Emergency Operations Plan

## August 2012

---

### **PLAN DEVELOPMENT AND MAINTENANCE**

This ESF and related SOPs will be maintained jointly by Public Works and the Office of Emergency Management in coordination with other tasked county agencies. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Public Works. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

**Note: This ESF uses ICS forms 211, 213, 214**

Yuma County Emergency Operations Plan  
August 2012

---

# Yuma County Emergency Operations Plan

## August 2012

---

### EMERGENCY SUPPORT FUNCTION # 4

#### Fire Service Annex

<b>ESF Approved by the Yuma County Board of Supervisors on 6 August 2012</b>	<b>Next review date: July 2013</b>
--	------------------------------------

#### PRIMARY AGENCIES:

- Jurisdictional Fire Departments
- Rural Metro Fire Department (in unincorporated areas of the County)

#### SUPPORT AGENCIES:

- Somerton-Cocopah Fire Department
- San Luis Fire Department
- City of Yuma Fire Department
- Yuma County Fire Officers Association
- Yuma County Building Safety
- Yuma County Office of Emergency Management
- Yuma County Public Health Services District
- Yuma County Sheriff's Office
- Volunteer: American Red Cross
- Volunteer: Salvation Army
- Other volunteer agencies

Available through the Arizona Division of Emergency Management

- Arizona Department of Administration
- Arizona Department of Public Safety
- Arizona Department of Agriculture
- Arizona Department of Transportation
- Arizona Department of Contractors
- Arizona Department of Agriculture
- Arizona Department of Corrections
- Arizona Department of Defense
- Arizona Department of Environmental Quality
- Arizona Bureau of Indian Affairs
- Arizona Department of Game & Fish
- Arizona State Land Department
- Arizona Department of Health Services
- Arizona National Park Service

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **INTRODUCTION**

#### **Purpose**

Optimize the use of fire service resources, including emergency medical services, throughout the county for emergencies/disasters requiring fire service response and/or assistance during a declared emergency/disaster.

#### **Scope**

Provide personnel, equipment and supplies in support of County/local agencies involved in rural and urban firefighting operations during County or state declared emergencies/disasters.

### **SITUATION AND ASSUMPTIONS**

Uncontrolled fires may reach such proportions as to become an emergency/disaster. If not promptly controlled, even small fires can threaten lives and cause significant destruction of property and the environment. Fire Departments are ALL RISK by nature and mission, responding to all events that endanger life or property.

Fire service resources may be needed to transport patients, and for response to other natural and technological emergencies/disaster.

The Yuma County Fire Officers Association will provide a fire service representative to the Yuma County Emergency Operations Center upon the request of the Emergency Management Director or his/her designee.

Yuma County depends on the Rural/Metro Fire Department for fire protection in the unincorporated areas of Yuma County. These services are available on a subscription basis, payable to Rural/Metro.

Fire scenes may present problems requiring a response by law enforcement, public works, utilities, public health authorities and other agencies. In these cases, effective interagency coordination using the National Incident Management System (NIMS) Incident Command System (ICS) is essential.

### **CONCEPT OF OPERATIONS**

The fire service has the primary responsibility for an all hazard response to include fire control, hazmat and oil spill response and radiological protection operations.

The first official responder on the scene of an emergency situation should initiate ICS and establish an Incident Command Post (ICP). As called out in NIMS, as other responders arrive, the individual

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

most qualified to deal with the specific situation present should serve as Incident Commander. The EOC will generally not be activated for calls that do not exceed the local capacity.

When fire exceeds, or is expected to exceed the resources of county and local government (including mutual aid), the Fire Chief will notify the Office of Emergency Management directly. At this time it may be necessary to transition from the normal ICS structure to a Multi-Agency Coordination System (MACS). As the EOC is central to the MACS, the EOC should be activated following established protocol.

If the situation warrants, the Emergency Management Director, or his/her designee, will activate this Essential Support Function (ESF) and/or open the EOC.

The Office of Emergency Management through the Yuma County Incident Command System (ICS) will support the Incident Commander during natural and man-caused emergencies/disasters.

Wildland fires will be managed by Arizona State Land Department (see Appendix 1, Wildland Fire, refer to Community Wildfire Protection Plan adopted by the Yuma County Board of Supervisors on 20 June 2010.

The mutual aid agreements between the fire agencies will dictate how fire service resources are accessed by the Office of Emergency Management during county and local emergencies/disasters.

All responding agencies will develop internal procedures to include:

- Identification of key personnel;

- Alert notification;

- Operational checklists;

- Expenditure documentation.

## **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

### **Primary Agencies**

Each responding jurisdiction is responsible for the coordination of county resources required under this ESF, and will:

- Coordinate the planning for and response to natural and human caused fires, except wildland fires, which exceed or are likely to exceed the capability of county and local government;

- Coordinate and manage the use of fire service resources responding to emergencies/disasters;



## Yuma County Emergency Operations Plan

### August 2012

---

Provide support and coordination of resources as needed;

Develop operational procedures to include:

Internal and external alert notification;

Expenditure documentation;

Operational checklists.

Coordinate continuing actions and recovery operations.

Responding jurisdiction will assign two representatives to work in the EOC when requested. Their representatives will:

Maintain contact with the EOC, advising of resource needs;

Coordinate fire service missions and resources in the operations and logistics groups;

ICS (3 part form) 213 will be completed by all EOC participants and 2 copies provided to the addressee, with #3 remaining with the originator to be forwarded to the documentation section;

Procure resources through their established system of accessing fire resources;

Coordinate the use and deployment of needed fire service resources;

Report on the status of fire service resources and operations;

Contact the Office of Emergency Management when fire and support resources from his/her county are accessed;

Maintain a listing of fire service resources within the county, in cooperation with the Office of Emergency Management, an example of which is found in the Community Wildfire Protection Plan of June 2010.

Support agencies will provide trained personnel to the EOC as requested, to coordinate their agencies' activities during an emergency/disaster.

#### **Responding Jurisdiction Fire Agencies**

Fire departments and districts that have volunteered to participate as fire service assets during the county declared emergencies/disasters will:

Provide personnel and equipment, including emergency medical services, as requested by the primary agencies, **unless the response would place their jurisdiction in jeopardy;**

## Yuma County Emergency Operations Plan

### August 2012

---

Will not dispatch personnel or equipment to a disaster/emergency unless requested by the affected local jurisdiction under a mutual aid agreement, or a representative in the EOC.

Assume their appropriate role in the Incident Command System (ICS) and/or provide incident command support as requested by the incident commander (IC) or, if ICS has not been established, initiate ICS.

Triage, stabilize, treat, transport, and decontaminate the injured as appropriate.

Establish and maintain field communications and coordination with other responding emergency teams and hospitals.

Direct the activities of private, volunteer, bystander volunteers, and other emergency medical units.

Assist in the evacuation of patients from affected hospitals, nursing homes or assisted living facilities.

Provide specialized teams to support disaster response or as pre-positioned assets to mitigate or respond to forecasted emergencies by maintaining a personnel accountability system.

Provide a wide range of support at the scene based on the needs of the incident, including improvisational tasking.

Remain as county assets until released by the EOC to return to their home jurisdiction.

Report situation, needs and mission status to the EOC on a regular basis.

#### **Yuma County Public Health Services District will:**

Refer requests for medical support to the EOC or OEM to be routed to ADHS

Provide epidemiologist services;

Activate MRC at request of EOC

#### **Yuma County Sheriff's Office will:**

Provide security for county property and evacuated areas;

Provide roadblocks on county highways;

Provide road blocks on state highways working in conjunction with ADOT;

## Yuma County Emergency Operations Plan

### August 2012

---

Assist in evacuation of threatened population from county lands;

#### **Rural Metro Fire will:**

Maintain communication via the 800 MHz radio system as established by Yuma Regional Communications System;

Other county support agencies will develop internal operating procedures to include:

Key personnel identification;

Alert notification;

Expenditure documentation;

Operational checklists

#### **State Agencies –**

##### **Arizona Registrar of Contractors will:**

Provide information of licensed contractors in Yuma County;

Provide construction inspectors to inspect structures for safety; and

Inform public on how to hire a contractor for repairs;

Will perform according to the State Emergency Response and Recovery Plan;

##### **Arizona Game and Fish will:**

Respond as needed in case of fire threat to fisheries and hatcheries;

Respond as needed in case of movement of wildlife into inhabited areas due to fire/threat in their home territory.

Provide peace officers to control traffic;

Provide transportation resources.

## Yuma County Emergency Operations Plan

### August 2012

---

#### **Arizona Department of Health Services will:**

Provide support from the state laboratory.

#### **Arizona Department of Public Safety will:**

Provide security for county property and evacuated areas;

Provide roadblocks on county and state highways;

Assist in evacuation of threatened population from county lands;

Provide rotary and fixed wing aircraft;

Provide crime laboratory support for evidence collection, body identification, and notification of next of kin.

#### **Federal agencies**

U.S. Department of Agriculture, Forest Service, is responsible for fire service activities in the national forests.

Department of Defense is responsible for fire service activities on federal military installations.

Bureau of Land Management (BLM) is responsible for fire service activities on BLM lands.

National Park Service is responsible for fire service activities on Park Service lands.

Several local federal agencies may assist if called upon and if assets are available.

#### **Volunteer agencies will:**

Provide trained personnel to the EOC as requested to coordinate their activities during the emergency/disaster.

#### **TRAINING**

The Office of Emergency Management provides and coordinates emergency management training in incident command classes and other preparedness activities.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **PLAN DEVELOPMENT AND MAINTENANCE**

The General Manager of Rural Metro Fire Department in coordination with the Office of Emergency Management is responsible for developing and maintaining this ESF as it pertains to the unincorporated areas of Yuma County.

Local chiefs of responding jurisdictions in coordination with the Office of Emergency Management is responsible for developing and maintaining this ESF as it pertains to their particular jurisdictions.

This ESF will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to all Yuma County municipalities and jurisdictions. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

### **Appendix**

Wildland Fire (refer to Community Wildfire Protection Plan June 2010)

# Yuma County Emergency Operations Plan

## August 2012

---

### **Appendix 1 to ESF # 4 (Wildland Fires)**

#### **PRIMARY AGENCY:**

Arizona State Land Department

#### **SUPPORT AGENCIES:**

Local Fire Departments  
Yuma County Office of Emergency Management  
Volunteer: American Red Cross  
AZ. Volunteer Organizations Active in Disaster  
Department of Public Safety  
U.S. Forest Service  
Yuma County Public Health Services District  
Yuma County Air Quality

Available through the Arizona Division of Emergency Management

Arizona Registrar of Contractors  
Department of Health Services  
Arizona Department of Corrections  
Arizona National Guard  
Arizona Division of Emergency Management  
Arizona Game and Fish Department  
Federal Emergency Management Agency  
National Weather Service  
National Guard

### **INTRODUCTION**

#### **Purpose**

Coordinate countywide resources utilized for combating wildland fires.

Suppress wildland and structural fires when such fires are likely to result in a declared emergency/disaster.

#### **Scope**

Manage and coordinate fire service activities including the detection and suppression of wildland fires on county, state, federal and private lands.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **SITUATION AND ASSUMPTIONS**

Wildland fires may reach such proportions as to become an emergency/disaster. If not promptly controlled, even small fires can threaten lives and cause destruction of improved property.

The U.S. Forest Services, Arizona State Land Department, and Bureau of Land Management (BLM) have a mobilization plan for the suppression of wildland fires occurring on state, federal or private land.

Fire Departments/Districts have a mobilization plan for the suppression of wildland fires occurring on county or private land.

Yuma County Office of Emergency Management as well as other county and state agencies, will provide assistance to the U.S. Forest Service, State Land Department or BLM upon their request.

The Yuma County Office of Emergency Management is responsible for planning for county response to natural and human caused fires, and supporting wildland fire planning response activities via such resources as the Community Wildfire Protection Plan dated June 2010.

Fire service resources will be obtained from fire service agencies that have indicated via mutual aid agreements or to the Office of Emergency Management in writing that they desire to participate with the county in emergency situations.

### **CONCEPT OF OPERATIONS**

This emergency support function on wildland fire will work in conjunction with the Community Wildfire Protection Plan dated June 2010.

When a wildland fire threatens to cause a major emergency/disaster, the responding Fire Department/District will notify the Emergency Management Director, who, if the situation warrants, will open the Yuma County Emergency Operations Center (EOC) in accordance with the protocol established in the Basic Plan.

If the event on county or private land exceeds, or is expected to exceed, the county's capabilities and resources, the Office of Emergency Management will facilitate the preparation and submission of a request for state fire suppression assistance.

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **Responding Fire Agencies**

Fire Departments/Districts are responsible for responding to needs arising under this plan, and will:

## Yuma County Emergency Operations Plan

### August 2012

---

Assess and respond to wildland fire situations;

Manage response to wildland fires, requesting assistance from state/county/local agencies;

Maintain contact with the Office of Emergency Management, advising of resource needs and mission status;

Develop internal and external alert notification procedures;

Maintain emergency rental agreements with local firefighting resources;

Coordinate continuing actions in wildland fire situations;

Develop operational procedures to include:

Expenditure documentation;

Identification of key State Land Department personnel;

Operational checklist development.

#### **Yuma County Office of Emergency Management will:**

Activate the EOC to provide coordination of county and state non-fire support resources when a wildland fire threatens to result in an emergency/disaster;

Provide support and coordination of resources;

Provide alert notification;

Develop operational procedures to include:

Internal and external alert notification;

Expenditure documentation;

Operational checklists.

#### **Yuma County Public Health Services District will:**

Route requests for additional emergency medical service to the OEM or EOC;



## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Provide epidemiologist to initiate communicable disease surveillance and investigation as indicated.

Activate MRC per request of EOC or OEM

#### **Yuma County Sheriff's Office will:**

Assist with the security of evacuated areas;

Provide teams to establish and staff roadblocks.

#### **Other county agencies will:**

Provide personnel equipment and other resources on request of the EOC;

Identify key personnel for alert;

Develop procedures for documentation of expenditures;

Develop operational procedures;

Develop operational checklists.

#### **State Agencies**

##### **Arizona Registrar of Contractors will:**

Perform in accordance with State Emergency Response and Recovery Plan;

Access registered contractor support;

Provide construction inspectors to assess safety of structures;

Advise the public about hiring contractors during the recovery period.

##### **Arizona State Land Department will:**

Assist the Office of Emergency Management in maintaining emergency rental agreements with local fire jurisdictions for use during fire emergencies/disasters.

Develop operational procedures to include:

## Yuma County Emergency Operations Plan

### August 2012

---

Identification of key personnel;

Alert notification;

Documentation of expenditures;

Operational checklists.

Provide training and certification for high angle/low angle rescue, white water rescue, structural fire fighting, and basic wildland fire fighting for national Red Card certification.

#### **Arizona Game and Fish will:**

Respond to fire threats of fisheries or hatcheries;

Respond to movements of wildfire into inhabited areas due to fire/threat in their home territory;

Provide peace officers to control traffic;

Provide transportation resources.

#### **National Guard (if activated) will:**

Support by activating appropriate National Guard emergency response plans, and will:

Provide personnel to the EOC upon request;

Coordinate activities/missions with the Office of Emergency Management;

Develop operational procedures to include:

Staffing of EOC;

Activation of Guard personnel/units;

Documentation of expenditures;

Development of operational checklists.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **Arizona Department of Health Services will:**

Provide state laboratory services.

### **Arizona Department of Public Safety will:**

Assist with the security of evacuated areas;

Provide rotary and fixed wing aircraft;

Provide crime laboratory support for evidence collection, body identification, and notification of next of kin;

Provide hazardous materials teams;

Provide teams to establish and staff roadblocks.

### **Federal Agencies**

National Weather Service will provide fire-weather forecasting.

### **Volunteer and Private Agencies**

#### **American Red Cross will:**

Provide support to manage reception and care centers (see ESF # 6 – Mass Care).

Request babysitting assistance through the Arizona Voluntary Organizations Active in Disasters for emergency service workers as well as evacuees. (See ESF # 6 – Mass Care).

Have nurses on staff at shelters to assess, treat and refer medical needs. (see ESF # 8 – Health & Medical Services).

### **NOTIFICATION**

Wildland fire notifications will generally come from BLM and the EOC will make notifications upon request of BLM.

## Yuma County Emergency Operations Plan

### August 2012

---

#### **PLAN DEVELOPMENT AND MAINTENANCE**

Local jurisdictions in coordination with the Office of Emergency Management are responsible for the development and maintenance of this Appendix. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to all county fire jurisdictions. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

**Note: This ESF uses ICS forms 211, 213, 214**

Yuma County Emergency Operations Plan  
August 2012

---

# Yuma County Emergency Operations Plan

## August 2012

---

### EMERGENCY SUPPORT FUNCTION # 5

#### Direction and Control Annex - Office of Emergency Management

<b>ESF Approved by the Yuma County Board of Supervisors on 6 August 2012</b>	<b>Next review date: July 2013</b>
--	------------------------------------

#### PRIMARY AGENCIES:

Yuma County Board of Supervisors  
Yuma County Office of Emergency Management

#### SUPPORT AGENCIES:

City/Town Councils in Yuma County  
Arizona Department of Public Safety  
Volunteer: American Red Cross  
Arizona Voluntary Organizations Active in Disaster  
Volunteer: Salvation Army  
(Support agencies' responsibilities and capabilities are outlined in the ESF Annexes.)

#### Available through the Arizona Division of Emergency Management

Arizona Department of Administration  
Arizona Department of Agriculture  
Arizona Attorney General  
Arizona National Guard  
Arizona Department of Commerce  
Arizona Registrar of Contractors  
Arizona Corporation Commission  
Arizona Department of Corrections  
Arizona Department of Economic Security  
Arizona Department of Education  
Arizona Department of Environmental Quality  
Arizona Game and Fish Department  
Arizona Geological Survey  
Governor's Office  
Arizona Department of Building and Fire Safety  
Arizona Department of Health Services  
Arizona Industrial Commission  
Arizona State Land Department  
Arizona Mine Inspector  
Arizona State Parks  
Arizona Radiation Regulatory Agency  
Arizona Department of Revenue  
Arizona Department of Transportation  
Arizona Department of Water Resources  
Federal: National Weather Service

# Yuma County Emergency Operations Plan

## August 2012

---

### Civil Air Patrol **POLICY GROUP**

County Administrator	County	
City Administrator	City	
Sheriff	County	
Police Chief of City	City PD	As Appropriate
Fire Chief of City	City Fire	As Appropriate
Chairman of the Board of Supervisors	BOS	
Mayor of City	Mayor	As appropriate

## **INTRODUCTION**

### **Purpose:**

This ESF identifies information gaps, which require additional collection efforts and will request information directly from the appropriate element.

Under the auspices of the Emergency Management Director, the Yuma County Emergency Operation Center (EOC) will:

Provide direction, control, and coordination of all resources within Yuma County during emergency operations;

Ensure the efficient use of all resources to protect lives and property;

Describe the procedures and support requirements necessary for the activation of the EOC;

Collect process and disseminate information about an actual or a potential emergency.

Maintain accurate and timely documentation of resources utilized.

## **POLICIES**

When this plan is activated, the EOC will provide direction, control, and coordination of resources.

The EOC supports field operations by obtaining and providing resources, maintaining up-to-date information, coordinating activities, providing information to the public, and brings chief decision-makers together to coordinate their response to a disaster. It obtains information from a variety of sources and seeks information to develop an accurate picture of the disaster or emergency. To manage their operations, all ESFs will collect and process information. The EOC will focus on collecting critical information that is of common value or need to more than one ESF or operational element to create an overall perspective of the situation. The EOC will rely on other ESFs to

## Yuma County Emergency Operations Plan

### August 2012

---

provide this critical information that will be disseminated to appropriate users and developed into reports, briefings, and displays.

The Plans Group will produce Situation Reports (SITREPs), which will be distributed to the Board of Supervisors, ADEM and others as required.

The EOC will provide technical advice to the Incident Commander and ESFs from support agencies/subject matter experts with technical expertise.

The staff of the EOC will support short and long term planning activities. Plans will be short and concise, integrating resources and priorities established by Arizona Division of Emergency Management and or State Emergency Operations Center (SEOC). The response priorities for the next operational period will be addressed in the SITREP.

The staff of the EOC will not release information directly to the public. It will provide information to the Public Information Officer (PIO) for release to the public and the media.

The essential needs of children, individuals with access or functional needs and pets/service animals will be addressed in each ESF and by each responsible agency as an integral part of community mitigation, planning, response and recovery.

#### **Scope**

This ESF:

Will be activated when a major county disaster, major state-wide disaster, or terrorist attack occurs within the County at the request of the Incident Commander, or Emergency Management Director with the approval of the County Administrator.

Supports all County departments and agencies across the spectrum of county incident management from prevention to response and recovery.

Transitions and is responsible for support and planning functions during the post-incident response phase.

Facilitates requests for State assistance.

Collects and processes disaster conditions and disseminates emergency public information about an actual or a potential emergency situation.

Provides strategic incident action planning, coordination of operations, logistics and material, information management.

Supports the implementation of mutual aid agreements to ensure a seamless resource response to affected jurisdictions.



# Yuma County Emergency Operations Plan

## August 2012

---

### **SITUATIONS AND ASSUMPTIONS**

#### **Situation**

In 2010 Yuma County completed the five year review and revision to the multi-jurisdictional multi-hazard mitigation plan. This plan is now the basis for emergency planning in Yuma County.

#### **The County Emergency Operations Facilities:**

Primary EOC is located at the Yuma County Public Works building, 4343 So. Avenue 5-1/2 E, Yuma AZ 85364. This is an operational area of approximately 1,623 square feet, which includes offices, an operations arena, communications rooms, and restroom facilities. An emergency generator with a 10-hour supply of diesel fuel is located within the Public Works complex.

The EOC will be the primary facility utilized to coordinate county emergency operations. It will maintain communications with affected political subdivisions.

During emergencies it will be partially or fully staffed on a 24-hour basis as determined by the Emergency Management Director.

An alternate EOC could be located at any of the local jurisdictions department operating centers upon request and approval of local jurisdiction.

Field Offices may be established in the emergency/disaster area and staffed by appropriate agencies and organizations.

The Joint Information Center or JIC is a functional element of the EOC and has been established within the Public Works complex.

#### **Assumptions**

Many hazards (natural and human-caused) have the potential for causing disasters that require centralized coordination.

There is an immediate and continuous demand by involved officials and the media for information about the developing or ongoing disaster or emergency situation.

The EOC will be activated when it is evident that more than a field incident command post is required for an adequate response to a disaster or emergency.

Department or agency heads will send to the EOC a designated representative if the department head is absent from the EOC.

All responding departments and agencies will bring to the EOC the personnel, SOP's and special items like maps, wall displays and resource lists that they will need to operate effectively.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

Each department will be able to staff the EOC around the clock with 12-hour shifts.

The EOC will be staffed with sufficient personnel to adequately respond to the situation. This means that a minor emergency does not require the full staffing necessary to respond to a major disaster. An example would be the difference between a localized hazardous material accident and a catastrophic earthquake.

Activation levels for the staffing of the Yuma County EOC are discussed further in this document.

During emergencies/disasters, resource management and coordination functions can be accomplished at the County EOC which will allow field personnel to focus on essential tactical functions.

The primary agency head(s) are responsible for the coordination and performance of their respective assigned emergency support functions.

### **CONCEPT OF OPERATIONS**

#### **Initial Notification**

To receive and document the initial notification that an emergency has occurred; and to coordinate, manage and disseminate notifications effectively to alert/dispatch response and support agencies (e.g., 9-1-1 centers, individual fire/police dispatch offices, call trees) under all hazards and conditions the following actions will be taken:

The 9-1-1 Dispatch Center will make the initial notifications to key individuals and agencies per existing SOPs and alert rosters. Any other agencies that need to be notified can be alerted by the EOC staff or Dispatch as directed by the Incident Commander or EOC Manager.

#### **Protocol for Notifying the Yuma County Emergency Management Director**

This protocol is in place to assist dispatch centers as to when the Emergency Management Director should be notified:

#### **Contact Information:**

**Gretchen Robinson, Emergency Management Director**  
**928-373-1093 direct office**  
**928-580-6537 cell and text**  
**928-210-3990 alternate cell and text**  
**928-782-2718 home**  
**[Gretchen.Robinson@yumacountyaz.gov](mailto:Gretchen.Robinson@yumacountyaz.gov)**

# Yuma County Emergency Operations Plan

## August 2012

---

### Examples of when the Emergency Management Director may be notified:

#### Evacuations:

- Evacuations planned or occurring within areas of Yuma County as a result of flooding, wildland fire, hazardous material release, etc., which impact 4 or more families and/or may require the establishment of permanent shelters due to anticipated duration of 8 hours or more.
- Notified if the Red Cross is called out – 1-800-842-7349

#### Dam/Flood Retarding Structure Failure:

- Dam failure, dam structural problems, emergency releases of water from dams when notified by dam authorities, or notifications of emergencies from Bureau of Reclamation.

#### Hazardous Materials Incident:

- Transportation-related incidents other than unleaded gasoline/diesel spills of 50 gallons or less.
- Report all facility-related incidents in which a hazardous material release occurs, for example, ammonia leaks at cooling facilities.

#### Wildland/Major Fires:

- Fire that threatens five or more structures or a multi-family complex within the unincorporated areas of Yuma County. These would usually occur along the river, Martinez Lake area, Hidden Shores, etc.
- State Forestry request for county resources (water trucks, blades, dozers, law enforcement security, evacuation etc.)
- Notified if the Red Cross is called out – 1-800-842-7349

#### Civil Disorder/Prison Uprising:

- Any incident exceeding our local Yuma County capabilities that might require the resources of the Arizona National Guard.

#### Mass Casualty/Injury Incidents:

- Any incident resulting in death/serious injury of 10 people or more if it exceeds the on-scene capabilities of first responders.
- Any aircraft/train incident resulting in injuries to five people or more if it exceeds the on-scene capabilities of first responders
- Notified if the Red Cross is called out – 1-800-842-7349

#### Transportation of Nuclear Materials

- Any reported radiation release.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **Pipeline Failure/Explosion:**

- Petroleum pipeline - any pipeline break.
- Natural gas line - any high-pressure gas line breaks

### **Utility/Communications Failure (electricity, gas, water, phone, radio):**

- Any electrical power failures/warnings reported to the Yuma County Sheriff's Office by electrical utilities or governmental agencies that result in a disruption of service exceeding 4 hours.

### **Terrorism:**

- Only those incidents/threats as specifically directed by the County Sheriff or his designated deputies.

### **Earthquakes:**

- All reported incidents exceeding local capabilities of first responders; for example, need for shelter, equipment, rescue, outside assistance, coordination of supplies.

### **Other Incidents:**

- Notifications by Yuma County municipalities and Sovereign Indian Nations if they have activated their Emergency Plans, activated their department or tribal EOC or have issued a local Declaration of an Emergency.
- Any other situation as determined by the Sheriff Staff Duty Officer.
- An incident exceeding several operational periods
- Any incident where an elected official requests to speak to the Emergency Management Director

### **EOC Activation Procedures**

The EOC is available for occupancy and operations within 60 minutes during normal working hours and 90 minutes during non-business hours.

The EOC can be activated during normal business hours by contacting the Office of Emergency Management directly at 928-373-1093 or 928- 580-6537.

In the event the Emergency Management Director does not answer either the office or the cellphone, contact the County Administrator via cellphone at 928-388-8546.

Upon the inability to contact either, contact the Yuma County Sheriff's Office and request assistance by calling 928-783-4427.

## Yuma County Emergency Operations Plan

### August 2012

---

Depending upon the event and surrounding circumstances, a person authorized to request the activation of the EOC may request a 'partial activation' only. This type of activation can be tailored to the particular emergency circumstances and to the response required.

***A declaration of a state or local emergency is not required to activate the EOC.*** However, it must be activated once a local declaration has been made

The EOC may be activated when:

An impending or declared state of war emergency exists;

An emergency situation has occurred or may occur that is of such magnitude that it will require an extraordinary commitment of resources from numerous departments over an extended period of time to control or mitigate. This may occur with or without a declared emergency; and

An impending response or response to a natural or technological emergency or any significant event which endangers public health, safety or well being, public property or which disrupts essential community services.

#### **Activation Levels of the EOC**

The following four (4) EOC Activation Levels will be used:

##### **LEVEL 4: STEADY STATE**

Level 4 involves no activation of the EOC. It is the regular steady state that is maintained.

At this level, any threat or event is handled by first responders. Any event or incidents that occur during Level 4 steady state can generally be resolved in a brief period of time by using a very small number of resources and usually at the first responder level.

In fact, notification to the Emergency Management Director, if it happens at all, will probably be after-the-fact, once the incident has cleared.

##### **LEVEL 3: MONITORING & ASSESSMENT**

Level 3 is typically a monitoring and assessment phase where a specific threat, unusual event, or situation is actively monitored by the Yuma County Office of Emergency Management and/or the Yuma County Sheriff's Office.

## Yuma County Emergency Operations Plan

### August 2012

---

Level 3 activation usually does not require the Office of Emergency Management to significantly alter its day-to-day operations or management structure. If the Office of Emergency Management is notified of an incident that bears watching, the Office will immediately notify the County Administrator and the Sheriff if not already notified.

If the situation continues or the threat increases, the Office of Emergency Management may also institute "heads-up" notification to certain County Departments including but not limited to County ITS and County Public Works as Public Works is the location of the EOC and County ITS assists with the setting up the EOC.

This level may also involve "heads-up" notification to other stakeholders that it might be necessary to send representatives to the EOC. Appropriate agencies are alerted, advised of the situation, and instructed to take appropriate action as part of their everyday responsibilities. At the conclusion of the event, the Emergency Management Director verifies completion of the actions taken and documents the incident.

At times, it is appropriate to hold briefings or staff meetings to respond to, or mitigate the situation, but no Incident Action Plan (IAP) is developed and distributed. Other emergency management coordinators from local, state, tribal and federal stakeholders may become involved but the Emergency Management Director will remain the primary point of contact for the Yuma County Office of Emergency Management.

All notifications messages will be sent via the State of Arizona Communicator system. An example of a message sent out in a Level 3 activation may be:

<b>Level 3 Message</b>	<b>To Whom</b>
An incident has occurred that is currently being monitored and assessed by first responders and the Office of Emergency Management.  Please be advised that if your services are required, you will receive an additional emergency alert.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors County Management Group

The County Management Group consists of the department head and designated alternates of all County departments as well as the elected officials of Yuma County. It is listed in the State Communicator database as County Admin Group.

# Yuma County Emergency Operations Plan

## August 2012

---

### **LEVEL 2: PARTIAL ACTIVATION**

Level 2 partial activation is typically limited agency and limited county department activation. The County Administrator, in collaboration with the Yuma County Office of Emergency Management, makes a decision to open the EOC and advises County Board of Supervisors of same.

The purpose of Level 2 activation is to initiate preparations due to a significant threat of a disaster or to coordinate response due to the occurrence of an incident that has exceeded the local responder's capabilities. During Level 2 activation, the EOC may be operational 24 hours a day.

ESF lead agencies with a role in the incident response are activated and required to report to the EOC.

All other ESFs are alerted of the event and are advised they are on standby. Additional notification will be made if called out.

During Level 2 activation, the Office of Emergency Management working via the Emergency Operations Center disseminates information to, and begins to coordinate preparation and response actions with other stakeholders, external agencies and volunteer organizations that are tasked in emergency response.

Local stakeholders may be asked to send representatives to the EOC for coordination and liaison with their home agency.

The incident command system (ICS) is implemented.

One or more of the five (5) sections of Command, Finance, Logistics, Operations and Planning, along with any necessary branches may be activated.

The EOC Director and the available section chiefs develop and implement the initial Incident Action Plan (IAP). The IAP is the work plan for everyone, including the elected officials and their staff.

The EOC personnel are briefed on the IAP and pertinent items are posted on the EOC status boards. If possible, web-based tracking software is utilized but at a minimum a chronological tracking system is implemented. Depending upon the event, any appropriate logistical support elements such as security, food unit, etc. are also activated.

## Yuma County Emergency Operations Plan

### August 2012

---

An example of a message sent out in a Level 2 activation may be :

Level 2 Message	To whom
An incident has occurred that requires <u>partial activation</u> of the Emergency Operations Center. Please report to the County EOC located at the Public Works facility at 4343 So. Avenue 5-1/2 E.  Or  <b>Make a message to stand by:</b> The EOC has been activated but your presence is not required <u>at this time</u> . Please contact your Section Chief for your scheduled shift and then stand by for possible further notification.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors Sections Chiefs of ESF activated Documentation

As a courtesy and to provide continuity of communications, the County Management Group will also be notified that a Level 2 activation has occurred.

#### **LEVEL 1: FULL-SCALE ACTIVATION**

In a full-scale activation, the EOC is activated on a 24-hour schedule due to an imminent threat or occurrence of a disaster. All necessary Emergency Management staff and all necessary ESFs are activated and required to report to the EOC. Local stakeholders have sent representatives that are in place in the EOC.

The ICS is implemented and all sections and branches are activated as necessary. As in Level 2 activation, the IAP establishes the operational objectives and priorities of the incident. Additionally, all logistical support elements are activated.

At this level response, relief, and recovery operations are expected to last for an extended period of time or several operational periods. Additional support or back-up staff, including representatives from the State of Arizona Division of Emergency Management (ADEM) and/or the Federal Emergency Management Agency (FEMA), are notified and requested to be prepared to assist should the response escalate and exceed local capability.

An example of a message sent out in a Level 1 activation may be:



# Yuma County Emergency Operations Plan

## August 2012

---

Level 1 Message	To Whom
An incident has occurred that requires <u>full activation</u> of the Emergency Operations Center. Please report to the County EOC located at the Public Works facility at 4343 So. Avenue 5-1/2 E.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors Sections Chiefs of ESF activated Documentation All hands

As a courtesy and to provide continuity of communications, the County Management Group will also be notified that a Level 1 activation has occurred.

### Incident Assessment

The initial assessment will be disseminated/shared by the policy group in order to make protective action decisions and establish response priorities, including the need to declare a state of emergency.

The following 4 ICS Sections will describe Emergency Operations Center management direction, control, and coordination

### Operations Section

The Operations Section includes all activities, which are directed toward reducing the immediate hazard, establishing control, and restoring normal operations. This Section consists of those departments or agencies that are responsible for public safety and carrying out direct field response activities. The individual agencies receive and evaluate requests for assistance and resources, establish priorities and relay operational status and information to the Operations Section Chief.

The overall responsibility of the Operations Section is to set the direction for all field operations.

Each member of the Operations Section will maintain a detailed activities log. (ICS 214)

The functional sectors normally represented in the Operations Section are:

#### FIRE CONTROL BRANCH

Fire Ops Unit

EMS Unit

Haz Mat Unit

# Yuma County Emergency Operations Plan

## August 2012

---

### LAW ENFORCEMENT BRANCH

LE Ops Unit

Medical Examiner

SAR Unit

### PUBLIC WORKS BRANCH

Staging Unit

Resource Status Unit

Utilities Unit

### MASS CARE BRANCH

Care and Shelter Unit

Environmental Unit

Animal Care Unit

Documentation Unit

### **Planning Section**

The Planning Section is responsible for gathering, analyzing, evaluation, displaying and disseminating technical information and forwarding recommendations to the Policy Group through the Emergency Management Director. While the Operations Section is involved with immediate response to the disaster, the section is looking and planning ahead and considers possible contingencies and alternate means of action. It has the primary responsibility for the production of action plans and works directly with other EOC staff elements to coordinate operational requirements.

#### **Major Responsibilities:**

Evaluate the disaster situation, including information intel gathering, verification, and status reporting;

## Yuma County Emergency Operations Plan

### August 2012

---

Assess damage, including information gathering, verification and reporting;

Post and display pertinent information;

Brief and update the EOC staff;

Each member of the Planning Section will maintain a detailed activities log. (ICS 214)

The functional Units in the Planning Section are:

Situation Unit

Resource Status Unit

Documentation Unit

Advance Planning Unit

Demobilization Unit

Info/Intel Unit

#### **Logistics Section**

This group coordinates personnel, resources, communications augmentation, supplies, procurement, etc., required to support the field agency response. The elements of the Logistic Section are Information Management, Resource Support, Communication, and EOC Support. Requests for assets, whether internal or external, are validated and processed by this section. Logistics documents the need for/use of the resources.

The major responsibilities of the Logistics Section are:

Managing resources, including assessing needs, allocation, procuring, and documenting;

Providing shelter, food, and transportation for all workers requested;

Maintaining a master list of all available resources.

Coordinate with the Red Cross on mass care and sheltering of citizens.

- Each member of the Logistics Section will maintain a detailed activities log. (ICS 214)

## Yuma County Emergency Operations Plan

### August 2012

---

The Branches and functional units found within the Logistics Section are:

#### SUPPORT BRANCH:

Supply Unit

Transportation Unit

Facilities Unit

Ground Support Unit

Resource Status Unit

Personnel Unit

#### SERVICE BRANCH

Communications Unit

ITS Unit

Medical Unit Food

Unit Documentation

Unit

Note: many of the larger departments have Logistics Sections built into their own organizations; however, all needs that cannot be met by those sectors should be passed along to the EOC Logistics Section.

The Logistics Group contains the Communications Group sub-element with the following:

Communications supervisor;

Message center chief;

Message center specialists;

Radio operators;

Message distribution specialists.

# Yuma County Emergency Operations Plan

## August 2012

---

### **Finance and Administration Section**

The Finance and Administration Section consists of those departments that have a primary responsibility of monitoring and analyzing all financial aspects of the emergency. Finance and Administrative Section Chief manages the Finance and Administrative Sections.

The major responsibilities of the Finance and Administration Section include:

Obtain records of all hours worked by all personnel;

Maintains records of all costs arising out of the emergency;

Manages compensation and claims arising from the emergency; and

Each member of the Finance and Administration Section will maintain a detailed activities log.  
(ICS 214)

The functional Units of the Finance and Administration Section are:

Time Unit

Cost Unit

Compensation/Claims Unit

Procurement Unit

Recovery Unit

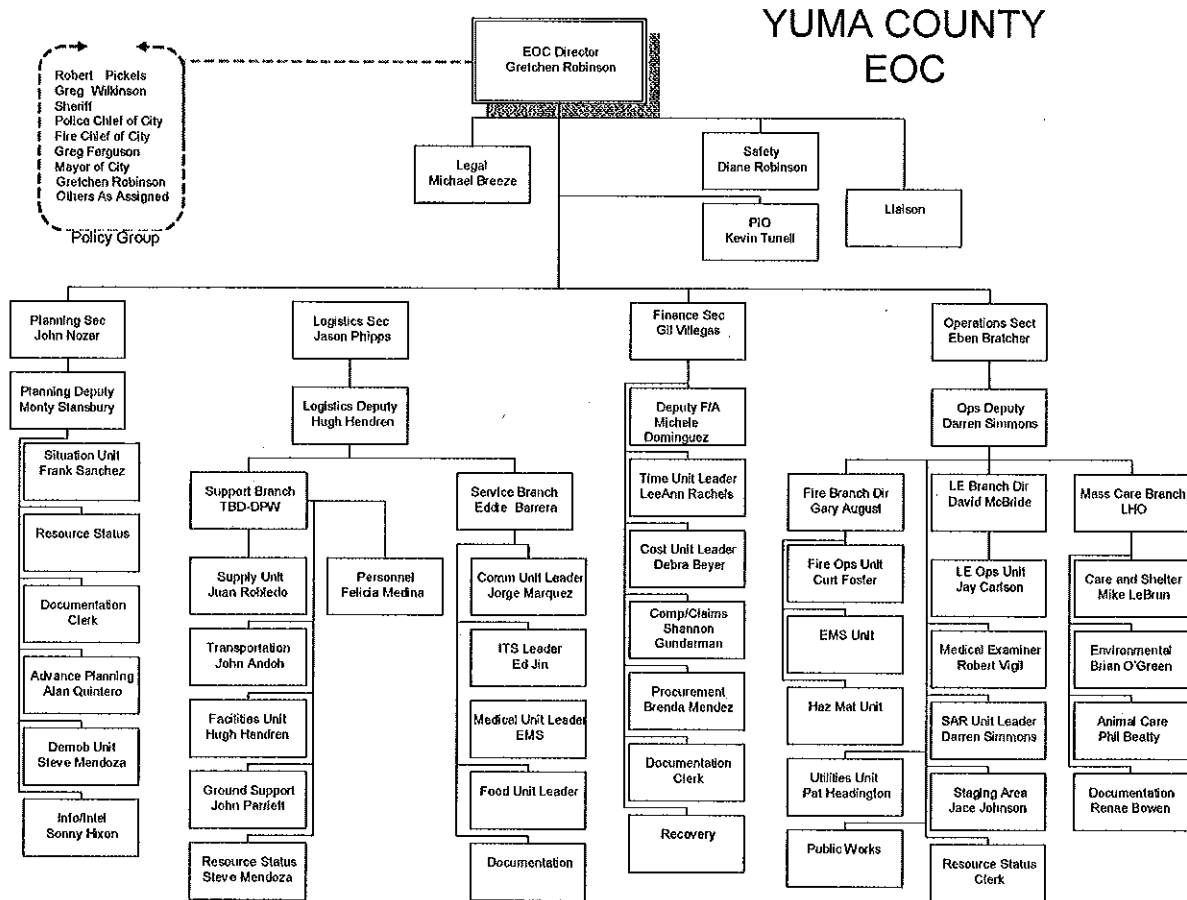
Documentation Unit

LEVELS 1-2 ACTIVATION CHARTS THIS PAGE AND NEXT

# Yuma County Emergency Operations Plan

## August 2012

### LEVEL 2 ORG CHART



# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **ROLES AND RESPONSIBILITIES**

#### **MANAGERIAL ROLES AND RESPONSIBILITIES**

The Emergency Management Director, on behalf of the Board of Supervisors, will coordinate operations and provide necessary direction and control for state agency response and recovery activities.

The EOC Director supports all EOC operations and ensures that the facility and resources required for EOC support are provided. This position works closely with the Policy Group and ensures that proper emergency and disaster declarations are enacted and documented. The EOC Director should be the Office of Emergency Management Director or pre-assigned designee.

The EOC Director will coordinate the set up of the EOC and activate it using the positions and personnel to support field operations and to accomplish the mission. The EOC Director reports directly to the chief elected officials of the affected jurisdiction. The EOC Director will fill the other ICS slots on an "as needed" basis.

The Department Heads of each county department involved in disaster response operations will:

Exercise direction and control of their operations from normal duty location during routine operations. Overall coordination will be exercised from the EOC upon its activation. County department representatives will report to the EOC upon the request of the County Administrator and/or the Emergency Management Director.

Maintain operational control of the department's personnel, equipment, and supplies.

Identify a minimum of one primary and two alternate individuals to manage disaster response operations and ensure that the department's Continuity of Operation Plan (COOP) outlines:

The specific emergency authorities that designated successors assume during emergencies.

The circumstances under which the successor's authorities become effective and are ended.

#### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

##### **Office of Emergency Management will:**

Assume responsibility for the operation and maintenance of the EOC and coordination with the County Administrator and/or the Yuma County Sheriff on the operation and maintenance of an Alternate EOC.

In conjunction with the County Administrator, designate staffing for all EOC positions.

## Yuma County Emergency Operations Plan

### August 2012

---

Upon notification that the EOC is to be activated, notify the appropriate agencies, and request that they provide a representative to the EOC.

Be responsible for providing emergency public information to the public through the PIO to the media.

Maintain access to the Arizona Mutual Aid Compact.

#### **Other county departments will:**

Provide representation in the EOC as requested;

Establish an agency point of contact with decision-making authority to provide direction and control of their agency's resources.

Maintain copies of MOUs/MOAs they currently have in place.

#### **Local Government**

Local governments and/or agencies sometimes establish a mini-EOC, more commonly known as a DOC, department operating center from which their own local resources are coordinated. The chief executive of the local government has the responsibility for the functioning of the emergency response element for their community.

#### **ADMINISTRATION AND LOGISTICS**

Primary support for this ESF will come from the Office of Emergency Management. Other county departments will be called upon to provide support as needed.

Training for this ESF will be provided by the Office of Emergency Management.

The EOC will be exercised as determined by the Emergency Management Director.

#### **PLAN DEVELOPMENT AND MAINTENANCE**

The Office of Emergency Management has primary responsibility for development and maintenance of this ESF. Other agencies may be requested to provide input. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to the Office of Emergency Management Director. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

**Note: Uses ICS forms 201, 202, 203, 204, 206,(IAP) 207, 208, 209, 213, 214, 215, 215A, 220, 221**



Yuma County Emergency Operations Plan  
August 2012

---

# Yuma County Emergency Operations Plan

## August 2012

---

### EMERGENCY SUPPORT FUNCTION # 6

#### Mass Care

<b>ESF Approved by the Yuma County Board of Supervisors on 6 August 2012</b>	<b>Next review date: July 2013</b>
--	------------------------------------

#### PRIMARY AGENCIES:

Volunteer: American Red Cross  
Yuma County Office of Emergency Management

#### SUPPORT AGENCIES:

Yuma County Public Health District  
Humane Society of Yuma  
Yuma County Public Fiduciary  
Yuma County Sheriff's Office  
Yuma County Schools  
School Districts in Yuma County  
Yuma Community Food Bank  
Volunteer: Arizona Voluntary Organizations Active in Disasters  
Volunteer: The Salvation Army  
Yuma Regional Medical Center  
Regional Center for Border Health  
Crossroads Mission

Available through the Arizona Division of Emergency Management

Arizona Division of Emergency Management  
Arizona Department of Economic Security  
Arizona Department of Health Services  
Arizona Department of Public Safety  
Arizona Department of Transportation  
Arizona Department of Agriculture

#### INTRODUCTION

##### Purpose

Coordinate efforts to provide shelter, food, and emergency first aid following a disaster.

Operate a Disaster Welfare Inquiry system to collect, receive and report information about the status of victims and assist with family reunification.

Coordinate bulk distribution of emergency relief supplies to disaster victims.

# Yuma County Emergency Operations Plan

## August 2012

---

### **Scope**

The American Red Cross (AMERICAN RED CROSS) independently provides mass care to all disaster victims as part of a broad program of disaster relief, as outlined in charter provisions enacted by the United States Congress, Act of January 5, 1905, and the Disaster Relief Act of 1974 (P.L.93-288 as amended by the Stafford Act of 1988).

Initial response activities will focus on meeting urgent needs of disaster victims. The provision of American Red Cross disaster services of Emergency Assistance and Additional Assistance will be considered based on needs of the disaster victims, the emergency/disaster situation and available resources. Close coordination will be required through county/state/federal/volunteer agencies responsible for recovery operations.

This Essential Support Function (ESF) encompasses:

### **Shelter**

The provision of emergency shelter for emergency/disaster victims includes the use of:

Pre-identified shelter sites in existing structures;

Creation of temporary facilities, such as tent cities;

Similar facilities outside the disaster-affected area, should evacuation be necessary.

### **Feeding**

The provision for feeding disaster victims and emergency workers is accomplished through a combination of fixed sites, mobile feeding units, and bulk food distribution. Such operations will be based on sound nutritional standards and will include provisions for meeting health, functional limitations, and dietary requirements (see ESF # 11 – Food).

### **Emergency First Aid**

Emergency first aid services will be provided to disaster victims and workers at mass care facilities and designated sites within the disaster area. This emergency first aid service will be supplemental to emergency health and medical services established to meet the needs of disaster victims (see ESF #8 – Health and Medical).

### **Disaster Welfare Inquiry System (Safe/Well)**

Inquiries regarding individuals residing within the affected area will be collected and provided to immediate family members.

Inquiries regarding individuals outside the affected area through a Disaster Welfare Inquiry System. This system is commonly known as Red Cross Safe/Well and can be found at

# Yuma County Emergency Operations Plan

## August 2012

---

<https://safeandwell.communityos.org> . Use of this site can also aid in reunification of family members.

Bulk Distribution of Emergency Relief Items Sites will be established for the distribution of emergency relief items. The bulk distribution of these relief items will be determined by the requirement to meet urgent needs of disaster victims for essential items (see Donations Management Support Annex).

### **POLICIES**

#### **General**

This ESF may be implemented upon request for county assistance.

All government/volunteer/private resources will be utilized.

All services will be provided without regard to economic status, race, religious, political, ethnic, or other affiliation.

This plan will not supersede AMERICAN RED CROSS response and relief activities. AMERICAN RED CROSS relief operations will conform to the AMERICAN RED CROSS Board of Governors' Disaster Services Policy Statements and will be done according to the AMERICAN RED CROSS Disaster Services Program AMERICAN RED CROSS 3000 Series. AMERICAN RED CROSS will maintain administrative and financial control over its activities.

Provision for individuals with access and functional needs, children, household pets, and service animals will be incorporated into each basic plan, ESF, annex and/or appendix.

#### **Mass Care**

Sheltering, feeding, and emergency first aid activities will begin immediately after emergency/disaster. Pre-staging of these facilities may occur when emergencies/disasters are anticipated.

Persons with access and functional needs and children will be housed in the general shelter. Caregivers will be housed with the person they are caring for. Families will be housed together. Pets may be housed in an adjoining school ground or other similar area to be available to their owner staying in the shelter. Those with medical needs will be assessed and referred to the appropriate level of care.

Parent organizations of relief workers should plan to provide for those workers and be self-supporting for at least the first 72 hours after arrival in the affected area.

# Yuma County Emergency Operations Plan

## August 2012

---

### **Disaster Welfare Inquiry System**

Disaster Welfare Inquiry System consists of those persons identified on shelter lists, National Disaster Medical System (NDMS) casualty lists and any information made available by the state/county/community Emergency Operation Center (EOCs) and hospitals. This list will be collected and made available to immediate family members.

Provide a locator service (e.g. Safe/Well) to answer inquiries about people in the disaster area.  
<https://safeandwell.communityos.org/cms/index.php>

Information about persons injured and remaining within the affected area will be provided by local medical units to the Disaster Welfare Inquiry System.

Information on casualties evacuated from the affected area to other medical facilities will be provided by the NDMS tracking system. The listing of disaster related deaths will be limited to officially confirmed fatalities.

The missing category will not be used by the Disaster Welfare Inquiry System.

The Disaster Welfare Inquiry operation will be discontinued when practical.

### **SITUATION AND ASSUMPTIONS**

Many emergencies/disasters have necessitated evacuation of affected areas. Government has assumed the responsibility for the provision of temporary emergency shelter and care for victims.

Individuals and families can be deprived of normal means of obtaining food, clothing, shelter, and medical needs. Family members may become separated and unable to locate each other. Individuals may develop serious physical or psychological problems requiring specialized medical services.

### **CONCEPT OF OPERATIONS**

Government must be prepared to coordinate with partnering agencies to provide for the basic needs of people displaced by emergencies/disasters.

Evacuees will be directed to a pre-selected shelter facility. They will be registered and provided shelter and food by the American Red Cross, school district or other volunteer agencies. If the evacuee chooses to reside with friends or relatives, they will be requested to register with the public shelter or utilize the Safe/Well system. This process will ensure that evacuees can be reunited with family members or located.

# Yuma County Emergency Operations Plan

## August 2012

---

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **Incorporated Communities will:**

Be responsible for shelter operations within their jurisdiction. Specific organizations located within the community, (i.e., local American Red Cross chapter, school district superintendent, other local volunteer organization, etc.) may be requested to assist with sheltering operations;

Retain responsibility for sheltering and coordinating operations with the Yuma County Emergency Operations Center (EOC);

Provide local law enforcement for shelter security;

Provide fire protection and safety services through community fire departments;

Provide emergency medical support at shelters;

Ensure health standards are maintained at shelters;

Work with Humane Society of Yuma regarding animal shelter.

#### **County Government will:**

Be responsible for coordinating shelter operations in the unincorporated portions of the county;

In conjunction with Red Cross and or other volunteer agencies, will establish reception and care centers to register evacuees and direct them to the appropriate shelter. The EOC will work with the State Emergency Operations Center (SEOC) to ensure that evacuees' needs are met, including access and functional needs;

Provide law enforcement support at shelters in unincorporated areas through the Yuma County Sheriff's office;

The Division of Environmental Health will assess and ensure that health standards are maintained in shelters and coordinate with Division of Development Services to ensure safety of water systems from biological, chemical, or radiological contamination. Development Services is also responsible for aquifer protection and assessing the integrity of on-site waste water treatment systems.

Activate Appendix 6-1 of ESF # 6;

Coordinate with Humane Society of Yuma to assist with displaced animals; and

The EOC will act as liaison between the American Red Cross and state agencies. American Red Cross will request assistance from state agencies through the EOC Operations Group.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **State Government**

**Arizona Division of Emergency Management (ADEM) will:**

Activate the SEOC if needed to provide mass care direction, control, and resource availability.

### **Volunteer Agencies**

American Red Cross will support local government in setting up and running shelters, and providing food, first aid, and Disaster Welfare Inquiry System.

Other volunteer agencies (i.e., Arizona Voluntary Organizations Active in Disaster (AzVOAD), Salvation Army, church groups, etc.) may be called upon to provide assistance in sheltering operations, food services and other identified needs.

### **PLAN DEVELOPMENT AND MAINTENANCE**

This ESF is developed and maintained by the Yuma County Office of Emergency Management (OEM), with assistance from Development Services, American Red Cross, Salvation Army, AzVOAD, and other volunteer agencies. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to ARC representatives. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

# Yuma County Emergency Operations Plan

## August 2012

---

### EMERGENCY SUPPORT FUNCTION # 7

#### Resource Support Annex

<b>ESF Approved by the Yuma County Board of Supervisors on 6 August 2012</b>	<b>Next review date: July 2013</b>
--	------------------------------------

#### **PRIMARY AGENCIES:**

- Yuma County Financial Services
- Yuma County Office of Emergency Management

#### **SUPPORT AGENCIES:**

- Yuma Community Food Bank
- American Red Cross
- Arizona Voluntary Organizations Active in Disaster
- Yuma County Public Health District
- Yuma County School District
- Yuma Metropolitan Planning Organization
- Humane Society of Yuma Yuma
- County Public Fiduciary Yuma
- County Medical Examiner
- Yuma County Financial Services Department

Available through the Arizona Division of Emergency Management

- Arizona Department of Administration
- Arizona Game and Fish Department
- Arizona Department of Agriculture
- Arizona National Guard
- Arizona Department of Building and Fire Safety
- Arizona State Land Department
- Arizona Department of Commerce
- Arizona State Parks Department
- Arizona Department of Commission
- Arizona Department of Public Safety
- Arizona Department of Corrections
- Arizona Radiation Regulatory Agency
- Arizona Department of Environmental Quality
- Arizona Department of Transportation
- Arizona State Fire Marshal
- Arizona Department of Water Resources



# Yuma County Emergency Operations Plan

## August 2012

---

### INTRODUCTION

#### Purpose

Provide logistical and resources support to county and local governments.

#### Scope

Involves the provision of logistical and resource support to county and local organizations during the immediate response phase of an emergency/disaster. This support includes relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel required to support immediate response activities. It also provides logistical support for requirements not specifically identified in other Essential Support Functions (ESFs) (i.e., stocks surplus to the needs of state government). This ESF also addresses the effort and activity necessary to evaluate, locate, obtain, and provide essential material resources. This annex will be activated when there is a major county disaster, minor local emergency, major state-wide disaster, terrorist attack within the local community/county/state.

### POLICIES

In accordance with assigned responsibilities and upon implementation of this ESF, logistical support will be provided to the affected area.

Support agencies will furnish resources for ESF requirements. Support by agencies will be ended at the earliest practical time.

Supplies and equipment will be provided from current county stocks then, from commercial sources. Supplies will not be stockpiled.

All procurement will be made according to current state and county laws and regulations. Current laws and regulations authorize other than "full and open competition" under any "situation of unusual and compelling urgency". Yuma County Financial Services department is the central procurement agency for county government. All procurement actions will be made according to the Yuma County Financial Services' statutory and administrative requirements and will be accomplished using the appropriate county emergency fund citation and reimbursement procedures.

Resources will be requested using the NIMS resource typing and pre-positioned (if there is prior warning) to efficiently and effectively respond to an incident.

The provision of logistical support necessary for county response will be the major element in the execution of this ESF.

# Yuma County Emergency Operations Plan

## August 2012

---

### **SITUATION AND ASSUMPTIONS**

#### **Situation**

Significant emergency/disasters may overwhelm the capabilities and exhaust the resources of the county. The ESF will be activated to render county and state assistance. County and State assistance will be coordinated through the Yuma County Emergency Operations Center (EOC).

#### **Assumptions**

Transport of resources will require a staging area. In coordination with the EOC Director, Public Works will coordinate agreed-upon selected sites and facilities.

Logistical resource support will be required for the immediate relief response.

### **CONCEPT OF OPERATIONS**

#### **General**

Primary and support agency representatives will be notified to report to the EOC upon activation of this ESF to conduct resource support activities. Actions include:

Committing available resources;

Maintaining a list of available categories of resources; (ICS 209)

Maintaining records of all expended resources such as equipment, materials, supplies and personnel hours; (ICS 210)

Requesting state activation of ESF # 7, Resource Support, of the State Response Plan (SRP).

#### **Primary and Supporting Agencies will:**

Coordinate the availability of their agency resources;

Assist in coordination the resources of other county and state agencies;

Coordinate the acquisition and application of state and federal and non-government resources.

# Yuma County Emergency Operations Plan

## August 2012

---

### ORGANIZATIONAL ROLES AND RESPONSIBILITIES

#### County Government

The EOC will be responsible for the coordination of resource management activities. The major responsibility will be to identify available sources from which resources can be obtained. Routine checks of supplies will be made to maintain an accurate list (see Annex J for list of resources).

The EOC will also be responsible for the initiation of procurement actions for equipment and supplies not available through county agencies (A.R.S. 26-308).

The following items are resources that may be required during an emergency/disaster:

Heavy equipment: machinery for debris clearance, bulldozers, graders, backhoes, drag lines, small and large dump trucks, and 4-wheel drive vehicles;

Specialized equipment: firefighting and rescue equipment, water pumps, vacuum trucks and personal protective equipment;

Temporary shelters: American Red Cross shelters, hotels and motels, local public facilities (schools, parks and recreation areas, National Guard facilities) and private facilities (churches, clubs, private homes);

Points of distribution (PODS) will be established across the jurisdiction to facilitate the provision of medication, food, water and other supplies to the people living both in town and in outlying areas. The establishment of the PODS will be according to each responsible agencies policies and procedures.

Media releases will urge community members to not bring unsolicited items to the designated drop-off areas. Any unsolicited items received will be donated to the Salvation Army, Crossroads Mission or other like facility.

Food centers: wholesalers, supermarkets, grocery stores, frozen food lockers, restaurants and food banks;

Medical care: hospitals, clinics, veterinary facilities, pharmacies, ambulances and emergency medical services;

Fuels: state/county/local government fuel supplies, private/company owned service stations, local fuel suppliers and privately owned fuel supplies (large corporations, farmers, etc.);

Transportation: state/county/local government, public and private school and privately owned transportation; and strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints and so forth that are agreed upon by all affected parties;

# Yuma County Emergency Operations Plan

## August 2012

---

Communications: state/county/local government systems, commercial and private/volunteer systems and networks, to include the donated services of the amateur radio community.

The National Guard maintains armories/facilities in numerous cities and towns throughout the state, which may be available as secure staging areas.

During an incident of larger proportion, i.e. regional or multicounty, the Yuma County EOC will coordinate with the State EOC and provide assistance as directed by the SEOC.

Spontaneous unaffiliated volunteers will be discouraged. Those who respond without solicitation will be asked to report to other credentialing bodies such as United Way or WACOG. They will then be kindly asked to return home if not needed and await a call to action. The Office of Emergency Management has a volunteer credentialing system in place for pre-disaster registration. During a large scale situation, efforts would be made to register, vet and credential all volunteers in accordance with the requirements of the Yuma County Sheriff's Office.

**Local Emergency Management Organizations** will maintain a listing of resources available within the local communities (A.R.S. 26-308). Listings and locations should include heavy equipment, normal maintenance equipment, normal stocks of materials and supplies, public and private, and other county/community resources. In Yuma County this is done by the Local Emergency Planning Committee, the LEPC.

### ADMINISTRATION AND LOGISTICS

#### County Government

Yuma County Public Works is responsible for procurement of equipment, supplies, and materials not available from county sources.

The Yuma County Office of Emergency Management (OEM) is responsible for identification and location of supplemental logistical support required by county agencies.

**Local Government** will be responsible for logistical support of activities and documentation for equipment, supplies, materials, and personnel used in response/recovery. The ADEM Disaster Assistance Guide will assist in this requirement.

**State Government** will be responsible for the logistical support of its response forces.

### PLAN DEVELOPMENT AND MAINTENANCE

This ESF is developed and maintained by the Yuma County Office of Emergency Management (OEM), with assistance from the Yuma County Financial Services Department. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

identified in the improvement plan. This ESF has been provided to Finance. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

**Note: Uses ICS forms: 203,204,207,211,213,214,218,219**

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **EMERGENCY SUPPORT FUNCTION # 8**

#### **Public Health and Medical Services Annex**

<b>ESF Approved by the Yuma County Board of Supervisors on 6 August 2012</b>	<b>Next review date: July 2013</b>
--	------------------------------------

#### **PRIMARY AGENCY:**

Yuma County Public Health District

#### **SUPPORT AGENCIES:**

Yuma County Office of Emergency Management  
Volunteer: American Red Cross  
Humane Society of Yuma  
Yuma County Public Fiduciary  
Advantage Home Care  
Regional Center for Border Health  
Yuma Regional Medical Center  
WACOG  
SMILE  
Cenpatico, RHBA  
Rural Metro Corporation  
Air Flight air evacuation

Available through the Arizona Division of Emergency Management

Arizona Department of Economic Services  
Arizona Department of Developmental Disabilities  
Arizona Division of Emergency Management  
Arizona Department of Health Services  
Arizona Department of Public Safety  
Arizona Chapter of the American College of Emergency Physicians  
Arizona Chapter of the Emergency Department Nurses  
Arizona Hospital Association  
Arizona Medical Association  
Arizona Nurses Association  
Arizona Osteopathic Medical Association  
Arizona National Guard

#### **INTRODUCTION**

##### **Purpose**

Provide assistance in response to health and medical care needs following an emergency/disaster. Assistance provided under this Essential Support Function (ESF) is directed by the Director of the

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Yuma County Public Health District in a unified command capacity with other agency leaders and medical providers.

Assure continuance of medical care services and the availability of medical supplies.

Coordinate emergency medical treatment for disaster casualties.

#### **Scope**

Supplemental assistance provided to local governments in identifying and meeting the health and medical needs of disaster victims.

#### **SITUATION AND ASSUMPTIONS**

Many casualties requiring emergency transportation and medical care may occur as the result of an emergency/disaster. Persons receiving medical care before the emergency/disaster will continue to require treatment. The systems and facilities that provide medical services may be impaired or totally disrupted by the impact of an emergency/disaster.

Medical care services are an essential element of emergency/disaster response. County government must maintain the capabilities to initiate coordinated emergency health and medical care.

The county can augment local government and request state emergency medical assistance during an emergency/disaster (see ESF # 8 of the State Response Plan and Appendix 1 to this ESF).

#### **CONCEPT OF OPERATIONS**

After receiving a request for medical care assistance and upon proclamation of a State of Emergency by the Chairman of the Board, the Director of Yuma County Office of Emergency Management (OEM), shall notify the Director of the Yuma County Public Health District to contact the Arizona Department of Health Services Emergency Medical Services (DHS-EMS). DHS-EMS will coordinate personnel, facilities, supplies, equipment and other resources as appropriate to augment local government emergency medical services.

If county and local government resources are inadequate to meet medical needs, OEM request access to the National Disaster Medical System (NDMS) through the Arizona Division of Emergency Management (ADEM). The NDMS is a federally coordinated program which augments emergency medical response of county and local medical organizations (see Appendix 1 to this ESF). Requesting activation of the NDMS shall not preclude the Governor from requesting that the President of the United States declare an Emergency or Major Disaster.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **County Government**

##### **The Yuma County Public Health District**

Help coordinate medical and health care providers in the event of an emergency/disaster requiring medical and health care needs and will activate their response systems:

Provide leadership in identifying service needs and coordinating medical and health care providers; and

Maintain an Emergency Preparedness Policy including disaster pyramid/phone tree of all staff. This disaster pyramid/phone tree will be triggered to identify resources and recall appropriate staff to supplement local emergency care for casualties and local medical care for persons in need of medical treatment.

Coordinate with Advantage Home Care, the Yuma County Public Fiduciary and other agencies such as SMILE, WACOG, State DDS, State DES, etc. providing care to the special needs populations to ensure medical and health care needs of individuals are maintained and provided;

Coordinate with local law enforcement, fire departments/EMS, including Rural Metro and any air evacuation service, the activities of all organizations within the county which operate ambulances and air evacuation services;

Identify and address public health concerns and needs; and

Coordinate with Humane Society of Yuma in the event that animal populations are affected.

##### **Yuma County Office of Emergency Management will: Request**

activation of the NDMS through ADEM if needed; Coordinate state

assistance with the State Coordination Office; and Coordinate the

use of National Guard resources (if activated).

Other county/agencies will provide assistance as requested within their available resources and expertise.

#### **State**

The Department of Public Safety (DPS) will assist in providing transportation of sick or injured persons utilizing DPS air-ambulance units.



## **Yuma County Emergency Operations Plan**

### **August 2012**

---

The National Guard will be prepared to:

Assist in providing transport of sick or injured persons;

Provide assistance in casualty care;

Transport health-related materials and personnel.

#### **Volunteer Organizations**

The American Red Cross (ARC) will:

Assist in sheltering and feeding operations.

#### **Private Organizations**

ESAR VHP database will assist in providing supplementary physician manpower.

The United Blood Services will provide coordination and delivery of blood products in their responsible areas.

#### **PLAN DEVELOPMENT AND MAINTENANCE**

OEM in coordination with ADHS-EMS will review and revise this ESF as required. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Yuma County Public Health Services YCPHSD. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

**Note: Uses ICS forms 206, 213, 214**

#### **APPENDICES**

National Disaster Medical System Activation Procedures

Public Health

Mental Health

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **Appendix 1 to ESF # 8 (National Disaster Medical System Activation Procedures)**

#### **PRIMARY AGENCY**

Yuma County Public Health District

#### **SUPPORT AGENCY:**

Yuma County Office of Emergency Management

### **ACTIVATION**

In emergency/disasters requiring federal health and medical assistance, activation of the National Disaster Medical System (NDMS) (or the DMAT) may be requested by the Yuma County Emergency Management Director through ADEM after consultation with and the concurrence of the Board of Supervisors.

### **ACTIVATION REQUEST PROCEDURES**

All requests for NDMS activation will be made by the Director of Arizona Division of Emergency Management (ADEM), to FEMA's National Emergency Coordination Center (NECC). The NECC is staffed on a 24-hour basis.

### **INFORMATION REQUIREMENT FOR SYSTEM ACTIVATION**

Before an official request for assistance and activation of the NDMS, OEM government will provide the Director of ADEM, or his/her designee with the following information:

The location of the incident where assistance is being requested;

A description of the incident and the resultant health/medical problems;

A description of the assistance required (i.e., medical assistance teams, medical supplies/equipment, aero medical evacuation, acute hospital care, etc.).

### **ACTION TAKEN FOLLOWING INITIAL REQUEST**

All requests for NDMS assistance will be immediately transmitted to ADEM who will contact an NDMS Duty Officer, who will take action to validate the request and arrange for activation of the appropriate elements. Confirmation of the activation of the NDMS will be made by telephone to the requesting official or his/her designee. Instructions regarding direct communications with the National Disaster Medical Operations Support Center (NDMOSC) to ADEM will be provided at the time of confirmation of NDMS activation.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

#### **FEDERAL COORDINATION CENTERS**

Yuma County Office of Emergency Management will make efforts to coordinate care with such agencies as Luke Air Force Base, Glendale, and the Tucson VA Medical Center which are Federal Coordinating Centers for the NDMA program.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **Appendix 2 to ESF # 8 (Public Health)**

#### **PRIMARY AGENCY:**

Yuma County Public Health District

#### **SUPPORT AGENCY:**

Yuma County Office of Emergency Management

Available through the Arizona Division of Emergency Management

Arizona Department of Environmental Quality

Arizona State/local public health offices

Federal: Center for Disease Control

Food and Drug Administration

Arizona Public Health Services

#### **PURPOSE**

Describe the county's roles and responsibilities in supporting local public health operations for communicable disease control, environmental health, and sanitation surveillance.

#### **SITUATION AND ASSUMPTIONS**

In the aftermath of a major disaster, the public's health can be jeopardized in many ways. A major disaster can disrupt and halt public utilities, water supplies and waste water treatment systems. Contaminants may enter water supply systems. Destruction of damage to housing units can dislocate people and require accommodation in mass care shelters. Spoilage of food and drugs can be widespread. Quarantine or condemnation measures may become necessary to control the spread of communicable diseases.

#### **CONCEPT OF OPERATIONS**

Yuma County Public Health District will act as the primary agency for the development and coordination of county plans and programs for public health activities during emergency/disaster. The Public Health District will coordinate with other agencies to prepare interagency plans, checklists, or procedural guides necessary for public health operations. The objectives of public health operations are:

Coordinate health-related activities among county/local/public/private/state response agencies;

Inspect and advise on general food handling and sanitation matters;

Provide disaster-related public health information to the public;

Provide preventive health services such as immunizations and mass prophylaxis medications.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Maintain surveillance of health effects.

Upon a request from local government for county assistance in public health emergencies, the Director of the Public Health District will authorize the deployment of available resources.

Response activities will include sanitation, vector control, and immunizations.

Recovery activities will include managing public health services, continuing health surveillance of affected populations, and assisting in recovery operations.

#### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

**County** – Yuma County Public Health District and the Arizona Department of Environmental Quality (ADEQ) have complementary but separate roles in public health issues. ADEQ, through inspection, sampling, and site visits, determines the presence of contaminants and the health significance of those contaminants at various sites.

The Yuma County Public Health District shall:

Administer and coordinate their regular county health programs, act as a point of contact for local service providers to coordinate information and disseminate information to local health facilities and physicians on the scene and at evacuation sites.

Coordinate with ADHS in determining the assessment of health hazards.

Ensure observance of health regulations.

**State** – ADHS and the ADEQ have complementary but separate roles in public health issues. ADEQ, through inspection, sampling, and site visits, determines what is present and the health significance of what is at various sites.

ADHS shall:

Administer and coordinate disaster public health programs, assist essential service providers, coordinate information and disseminate information to physicians on the scene and at evacuation sites;

Assist local government in the assessment of health hazards;

Ensure observance of health regulations;

Provide health advisories to the public on the acquisition of disinfectants for emergency water supplies, vector control, and immunization;

Provide analytical laboratory services for food stuffs, water, drugs, and other consumables.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

ADEQ shall:

Certify emergency water supplies from human consumption;

Provide water quality control assistance;

Provide advisories on solid and human waste collection and disposal.

#### **Federal**

Federal resources may be provided before a Presidential Declaration of Major Disaster. After a Presidential Declaration is made, and upon instructions from FEMA, federal agencies will make resources available to support local and state emergency public health and sanitation efforts.

Following a Presidential Declaration and activation of ESF # 8 of the Federal Response Framework, services will be provided by the United States Public Health Service, Food and Drug Administration and Center for Disease Control.

#### **ADMINISTRATION AND LOGISTICS**

Office of Emergency Management, in coordination with the Yuma County Public Health District will review and revise this Appendix as required. Participating agencies will prepare SOPs and update IOPs in support of this Appendix.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **Appendix 3 to ESF # 8 (Mental Health)**

#### **PRIMARY AGENCY:**

Yuma County Public Health District  
Cenpatico, RHBA

#### **SUPPORT AGENCIES:**

Yuma County Office of Emergency Management  
Volunteer: American Red Cross  
Arizona Critical Incident Stress Management Network  
Yuma County Public Health District for Title 36 only

Available through the Arizona Division of Emergency Management  
Arizona Department of Health Services – Behavioral Health Division  
Arizona State behavioral health agencies or equivalent

#### **PURPOSE**

Describe procedures to detect mental health issues and prevent harmful stress levels in the general population.

Describe procedures to detect and prevent harmful stress levels in County emergency responders in the field, Yuma County Emergency Operations Center (EOC) and Disaster Field Office (DFO) and all personnel involved in the response.

#### **SITUATION AND ASSUMPTIONS**

##### **Disaster Condition**

Emergencies/disasters have the potential to raise stress levels in survivors and emergency responders, which may negatively affect their mental and emotional equilibrium.

##### **Planning Assumptions**

Critical level stress may develop after a single event or over time during an extended response/recovery period.

Stress during the immediate event is called acute stress and is a normal response to emergencies. Some survivors can resolve the stress using their own internal and external resources. Others may be overwhelmed with acute stress and require assistance in resolving stress and returning to normal.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Stress that accumulates because of an emergency event and continues during the recovery phase is called chronic stress. This takes greater resources to assist survivors in understanding and resolving the stress.

Government and volunteer response agencies should have personnel from their organizations trained in stress recognition and management techniques. They should assist their emergency responders and disaster survivors by requesting crisis incident stress management resources.

#### **CONCEPT OF OPERATIONS**

##### **General**

Cenpatico, as the RHBA, is the lead agency for the development and coordination of plans and programs for behavioral health activities. The RHBA will coordinate with other agencies to prepare interagency plans, checklists, and procedural guides. The objectives of mental health operations are to:

Coordinate mental health activities among county/local/public/private response agencies;

Assess mental health needs following an emergency/disaster considering the acute and cumulative stress resulting from a possible long term recovery period;

Provide mental public health education on critical incident stress and stress management techniques;

Provide stress management training support to mental health teams responding to assist disaster survivors and responders;

Manage contracts with behavior health providers. Provide fund management and reporting. Provide quality control of contractors and the services they provide. Maintain surveillance of behavioral health/mental health efforts.

##### **Activation**

Upon request from the Office of Emergency Management for assistance in mental health care the RHBA will consider activation of its programs to mitigate the effects of stress.

The RHBA will provide leadership to other county agencies in the identification and coordination of mental health service needs.

The RHBA will assist the Behavioral Health Division with contacting the coordination services with local mental health providers.



# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **Response/Recovery Activities**

Emphasis will be given to the mental health of disaster victims, survivors, bystanders, responders, and their families and other community care-givers. Services may include crisis counseling, critical incident stress debriefings, information and referrals to other resources and education about normal reactions to an emergency/disaster experience and how to cope with them.

Priority will be given to the provision of services listed in the response phase. Stress levels tend to increase during the recovery period.

### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **State Agencies**

##### **The RHBA in Yuma County will:**

Administer and coordinate disaster mental health programs, assist essential services providers, coordinate information collected and disseminate information to mental health providers;

Assist in the assessment of mental health needs;

Provide outreach to serve identified mental health needs;

Coordinate with the Mass Care Coordinator to identify shelter occupants that may require assistance (see ESF # 6);

Coordinate with their Public Information Officer to arrange for dissemination of information to the public on stress effects and techniques for managing stress;

Ensure inpatient psychiatric facilities:

Implement their facility's disaster plan;

Provide care, safety and continued treatment of residents;

Coordinate with authorities for safe evacuation of residents;

Provide resources and support to the community-based mental health system.

##### **Yuma County Office of Emergency Management will:**

In coordination with the Yuma County Public Health District, will work with the RHBA when preparing the Presidential Major Disaster Declaration request to ensure that mental health support is requested;

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Activate their SOP for Stress Management for EOC/DFO workers;

Develop a stress management program for EOC/DFO personnel.

#### **Volunteer Organizations**

American Red Cross (ARC) – Disaster Services Mental Health Program will provide teams that respond to disaster sites. These teams detect signs and symptom of stress in disaster victims and assist them in handling acute and chronic stress.

Arizona Critical Incident Stress Management Network will provide teams to support county field, EOC, and DFO staff as needed

#### **ADMINISTRATION AND LOGISTICS**

Office of Emergency Management, in coordination with the Yuma County Public Health District and the RHBA, will review and revise this Appendix. Each participating agency will prepare SOPs and update IOPs in support of this Appendix.

**Yuma County Emergency Operations Plan**  
**August 2012**

---

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **EMERGENCY SUPPORT FUNCTION # 9**

#### **Search and Rescue Annex**

<b>ESF Approved by the Yuma County Board of Supervisors on 6 August 2012</b>	<b>Next review date: July 2013</b>
--	------------------------------------

#### **PRIMARY AGENCY:**

Yuma County Sheriff's Office

#### **SUPPORT AGENCIES:**

Yuma County Office of Emergency Management  
State: Division of Emergency Management  
State: Department of Public Safety  
State: Game and Fish Department  
National Guard  
State Parks  
Department of Transportation  
Federal: U.S. Air Force Rescue Coordination Center  
Volunteer: Civil Air Patrol

### **INTRODUCTION**

#### **Purpose**

Describe procedures for the use of county and other political subdivisions' personnel, equipment, services, and facilities to aid in search and/or rescue operations.

Maintain a contact list of public and private organizations and an inventory of available facilities, equipment, and supplies within each county.

There is no USAR, Urban Search and Rescue capability, in Yuma County.

#### **Scope**

Search and rescues responsibility is delegated to each county. The Yuma County Office of Emergency Management (OEM) may support the search and rescue efforts of the Yuma County Sheriff.

### **SITUATION AND ASSUMPTIONS**

Persons may become lost, entrapped, or isolated. Government must be prepared to seek out, locate, and rescue such persons.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Search and rescue operations are an essential element of emergency/disaster response. County government has a coordinated search and rescue program.

State law provides for search and rescue liabilities and expenses to be incurred. These expenses may be reimbursed to county and local government.

The state can support county and local government and request federal assistance in locating or rescuing persons during emergency/disasters.

#### **CONCEPT OF OPERATIONS**

The County Search and Rescue (SAR) Coordinator and the OEM (if assisting) will commit personnel, supplies, equipment, and other resources.

State and federal resources are available through the Arizona Division of Emergency Management (ADEM). Requests for assistance must come from the County SAR Coordinator.

#### **ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

##### **Local Government**

Incorporated Community Governments

Each incorporated community has their own method of conducting SAR operations.

Law enforcement generally conducts searches while the fire department responds to rescue calls.

When search and rescue requirements exceed local capabilities, officials should request assistance from the Yuma County Sheriff's Office.

##### **County Governments**

The Yuma County Sheriff is responsible for search and rescue operations within Yuma County. They will appoint SAR coordinators. The county SAR coordinator will respond to requests from federal/state/county/local agencies for SAR missions.

The Yuma County Sheriff may request assistance from the ADEM SAR Coordinator for missions.

The Yuma County Sheriff may request reimbursement for eligible expenses from ADEM.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Local volunteer organizations provide resources such as personnel, horse patrols, search teams, divers, and trackers. Volunteer organizations respond to mission requests from the incident commander.

#### **State Government**

ADEM will coordinate:

State SAR activities;

Air SAR missions;

Federal/state/local resources.

Department of Public Safety (DPS) will provide facilities, equipment, supplies, and other resources.

Game and Fish Department will provide personnel, facilities, and equipment.

National Guard will provide personnel, equipment, supplies, and other resources for assisting in search and/or rescue operations.

Arizona State Parks will provide personnel, equipment, supplies, and other resources to incidents in/near their facilities.

The Arizona Department of Transportation (ADOT) will provide personnel, facilities, equipment, supplies, and other resources.

#### **Volunteer Agencies**

The Civil Air Patrol (CAP) will:

Support ADEM with lost or overdue aircraft searches and the investigation of Emergency Locator Transmitter (ELT) signals;

Supply light aircraft and ground resources;

Provide communications support (see ESF # 2).

#### **Federal Government**

The United States Air Force Rescue Coordination Center (AFRCC) will supply federal resources and may task the local wing of the CAP.

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **ADMINISTRATION AND LOGISTICS**

#### **Yuma County Sheriff's Office will:**

Designate a SAR Coordinator;

Develop plans and procedures for SAR activities; and

Develop Internal Operating Procedures (IOPs) to include:

Documenting request for assistance, actions taken and reimbursement for eligible expenditures;

Coordinating the use of SAR resources of political subdivisions;

Coordinating CAP and all other aircraft for SAR missions or overdue aircraft;

#### **Support agencies will develop plans and IOPs, to include:**

Identifying resource personnel, equipment, and materials;

Documenting expenditures;

Alerting agency officials in the agency;

Providing an operational checklist.

### **PLAN DEVELOPMENT AND MAINTENANCE**

The Yuma County Office of Emergency Management, in conjunction with the Yuma County Sheriff's Office, is responsible for the development and maintenance of this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to the Sheriff's office. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

**Note: Uses ICS forms 213, 214, 220.**

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **EMERGENCY SUPPORT FUNCTION # 10**

#### **Hazardous Materials Annex**

<b>ESF Approved by the Yuma County Board of Supervisors on 6 August 2012</b>	<b>Next review date: July 2013</b>
--	------------------------------------

#### **PRIMARY AGENCIES:**

Jurisdiction Fire Department  
Jurisdiction Law Enforcement

#### **SUPPORT AGENCIES:**

Local Fire Departments  
Local Law Enforcement  
Yuma County Office of Emergency Management  
Local Emergency Planning Committee  
Yuma County Sheriff's Office  
Yuma County Attorney  
U.S. Environmental Protection Agency  
State Fire Marshal

#### **Available through the Arizona Division of Emergency Management**

Arizona Department of Administration  
Arizona Department of Environmental Quality  
Arizona Department of Public Safety  
Arizona Attorney General's Office  
Arizona Emergency Response Commission  
Arizona Game & Fish Commission  
Arizona Department of Health Services  
Arizona State Mine Inspector  
Arizona Department of Transportation  
Structural Pest Control Commission  
Arizona Division of Emergency Management  
Arizona Department of Agriculture  
Arizona State Land Department  
Arizona State Fire Safety Committee  
Arizona National Guard  
Arizona Industrial Commission  
Arizona Poison Center System  
Arizona Radiation Regulatory Agency  
Arizona State University  
Arizona Corporation Commission  
Federal: Federal Emergency Management Agency  
Department of Energy  
Chemical Manufacturers Association  
US Coast Guard



# **Yuma County Emergency Operations Plan**

## **August 2012**

---

### **OVERVIEW**

The Yuma County Local Emergency Planning Committee (LEPC) is tasked with developing a more comprehensive Hazardous Materials Response and Recovery Plan. That plan is found in Annex O. This Essential Functional Support (ESF) provides guidelines and basic duties of the above mentioned agencies.

### **INTRODUCTION**

#### **Purpose**

To meet the state's hazardous materials (HazMat) emergency planning mandate, as well as those of FEMA and the Environmental Protection Agency (EPA).

To protect life and property from risks associated with the discharge, release, or misuse of HazMat by providing coordinated, effective, county support and to coordinate with and request assistance from state, federal, and private organizations.

#### **Scope**

Provide detailed information needed for the effective coordination of county/state/federal/private resources involved in HazMat emergency operations by:

Identifying the authorities, roles and responsibilities of county agencies;

Establishing coordination, command and control procedures;

Describing criteria and procedures for requesting state and federal assistance.

### **POLICY**

The term HazMat is used in a generic sense to mean any chemical substance material, or waste which may pose an unreasonable risk to life, health, safety, property or the environment and includes:

Hazardous materials as defined by United States Department of Transportation (USDOT);

Hazardous wastes, hazardous substances and extremely hazardous substances as defined by EPA; and

Radioactive materials as defined under the Atomic Energy Act (see A.R.S. 26-301.7).

Compliance with Title 29 Code of Federal Regulations (29 CFR) section 1910.120 will be adhered to in any response or recovery operation involving county and state agencies or employees.

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

County personnel who are present at the site of a HazMat incident will operate under the safety standards provide for in 29 CFR 1910.120 (q) (3), and, if required, participate as an incident commander under 29 CFR 1910.120 (q) (6) (v).

County personnel who respond at the Technician and Specialist employee level will be provided with medical surveillance and consultation as provided for the 29 CFR 1910.120(q) (9).

Chemical protective clothing and equipment used by county HazMat response personnel will meet the applicable requirements of 29 CFR 1910.120(q) (10), and National Fire Protection Association (NFPA) standards 1991/1992/1993.

County response personnel will also adhere to their respective departmental personal protection guidelines and policies.

County personnel will respond only at the level of training and certification they have achieved. Training will be based on the duties and function to be performed at provided for in 29 CFR 1910.120(q) (6) and 1926.65(q) (6).

#### **SITUATION AND ASSUMPTIONS**

Hazardous materials are formulated, used, stored, and transported throughout the county. Yuma County has addressed the concerns of hazardous materials, including their transportation, in the Yuma County Emergency Response Plan dated June 2011. This document is incorporated by reference.

The discharge, release, or misuse of a hazardous material may pose a significant threat to the public health and safety.

Local government has the primary responsibility to protect public health and safety. Local firefighters, paramedics, and law enforcement officers are usually first on the scene of HazMat incidents.

The Arizona State Emergency Response Commission (AZSERC) has divided Arizona into 15 HazMat emergency planning districts. These districts are defined by county boundaries.

Each of these planning districts has a Local Emergency Planning Committee (LEPC). LEPCs are made up of elected officials, law enforcement officers, emergency responders, emergency managers, media, community members, industry, transportation, and medical representatives. They are mandated to develop and implement comprehensive emergency response plans regarding potential HazMat emergency/disaster within their respective planning districts (A.R.S. 26-345).

HazMat emergency response and recovery operations often require extensively trained teams and specialized equipment. The county may not have adequate resources to develop and maintain the

# **Yuma County Emergency Operations Plan**

## **August 2012**

---

personnel, specialized training, and equipment needed to safely and effectively respond to HazMat emergencies/disasters.

County/local agencies may recover HazMat emergency response costs in accordance with A.R.S. 12-972.

The state is responsible for providing emergency support and response when the county is unable to provide adequate response or recovery actions, or when an incident occurs in an area which is directly under state jurisdiction or involves certain state regulated activities.

Costs arising from HazMat contingencies and emergencies/disasters may be paid from unrestricted monies from the general fund (A.R.S. 35-192 and AAC R8-2-301). The county may be reimbursed up to \$25,000 from EPA and/or the Arizona Department Environmental Quality (ADEQ) for costs incurred in responding to a hazardous substances emergency. Additional cost recovery also available through ADEM

The federal government may respond to HazMat incidents under the provisions of the HazMat annex of the Federal Response Plan (FRP), EPA National Contingency Plan (NCP) (40 CFR, part 300), United States Department of Energy (DOE) Federal Radiological Emergency Response Plan (FRERP), or DOE's Region 4 Radiological Assistance Plan (RAP).

### **CONCEPT OF OPERATION**

#### **General**

If differences occur, the Yuma County Hazardous Materials and Emergency Response and Recovery Plan, dated June 2011, takes precedence over this annex and is made a part of this document.

Timely and effective response by the county/state/federal government and private sector may be required in response to and recovery from a HazMat incident.

#### **Activation/Notification**

This plan and the more detailed Annex O are effective for execution upon notification to the county that a HazMat incident has occurred.

#### **Response Actions**

**Local response actions:** On-scene command and control are the responsibility of the jurisdiction in which the incident occurs. The local incident commander (IC) is in charge of all personnel at the scene. Local emergency response agencies should make an immediate appraisal of the situation and its potential. USDOT's North American Emergency Response Guidebook provides basic information to assist on-scene officials in selecting protective actions. Responders should:

## **Yuma County Emergency Operations Plan**

### **August 2012**

---

Establish scene management;

Detect the presence of HazMat;

Begin identification;

Begin evacuation or direct in-place sheltering;

Consider personal protection/decontamination;

Isolate incident and identify zones of activity;

Contain incident without risking exposure;

Perform firefighting, rescue, emergency medical and other critical life saving response activities with concern regarding the potential for radiation exposure or contamination;

Notify the LEPC or the Yuma County Office of Emergency Management (OEM);

Notify the National Response Center (NRC);

Seek additional appropriate resources if the event exceeds, or is expected to exceed, the capability of local resources, including mutual aid. State assistance may be requested through the State On-Scene Coordinator or the Department of Public Safety (DPS) Duty Officer (DO).

#### **State response action:**

The DPS-DO will notify the appropriate STATE ON-SCENE COORDINATOR as follows for:

Highway transportation incidents notify DPS and the Department of Transportation (ADOT);

Non-transportation incidents or incidents with environmental consequences notify the ADEQ;

Radioactive materials incidents notify the Radiation Regulatory Agency (ARRA);

Pipeline incidents notify the Corporation Commission (ACC);

Railroad transportation incidents notify DPS and ACC.

The Duty Officer will dispatch the DPS or ADEQ emergency response unit closest to the incident and notify the ADOT emergency response specialist of incidents occurring on state highways.

The State On-Scene Coordinator is designated as the IC for all state response agencies when the state has legal responsibility for the incident. When legal responsibility rests with the local jurisdiction, The State On-Scene Coordinator will be the coordinator for all state resources and will

## **Yuma County Emergency Operations Plan**

**August 2012**

---

coordinate state activities at the direction of the county IC. When legal responsibility rests with both the state and the local jurisdiction, the State On-Scene Coordinator will serve as the state IC within a unified command structure. The State On-Scene Coordinator will notify:

Appropriate regulatory agencies of the event and activate other for response;

The Attorney General's Office – Environmental Crimes Unit (AGECU) upon indications of violation of local, state, and federal HazMat laws;

The responsible party and initiate requests for private sector assistance and the NRC of the incident.

State personnel responding to the incident will assist the State On-Scene Coordinator in accordance with their departmental Standard Operating Procedures (SOPs) and within the limits of current individual training and capabilities.

As the recovery phase of the incident proceeds, the State On-Scene Coordinator role may be transferred to the state, county or local agency having primary responsibility for on-scene operations.

Request for federal agency assistance, i.e., Federal On-Scene Coordinator (FOSC), will be initiated by the ADEQ State On-Scene Coordinator, the ARRA State On-Scene Coordinator or the ADEM Regional Response Team (RRT) representative in coordination with the local IC as follows:

The ADEQ State On-Scene Coordinator or the ADEM RRT representative will contact the EPA Region IX FOSC, or the USDOT Coast Guard (USCG) National Response Center (NRC) or National Strike Team (NST) to initiate assistance.

The ARRA State On-Scene Coordinator will contact DOE to request assistance for radioactive materials incidents when federal support is required.

### **Federal response actions:**

The Federal On-Scene Coordinator will contact the State On-Scene Coordinator to provide recommendations and advice or respond.

### **Private sector actions:**

The private sector (i.e., Union Pacific, Chemical Manufacturers Association (CMA), facility operators, shippers, carriers, etc.) may be able to provide the State On-Scene Coordinator with technical advice/recommendations or provide specialized personnel/equipment needed for response/recovery operations.